



SAEC BOARD MEETING AGENDA

August 19, 2025, 8:00am – 9:30am
COS, Sequoias Room 1

Co-Chairs: Brent Calvin and Yolanda Valdez

1. Opening Business

Call to Order

Establish Quorum

Welcome and Introductions

2. Approval of Minutes – May 6, 2025

[SAEC Board Meeting Minutes 05.06.25.docx](#)

3. Public Comment:

General public comment on any Consortium related topic may be heard at this time. The Board asks that any public comment on an item listed on today's agenda be addressed at the time the item comes up for discussion by the Board. Pursuant to SAEC Policy the Board may limit individual comments to no more 3 minutes and individual topics to 20 minutes. Please begin your comments by stating your name.

4. Information items

4.1. **SAEC Board Member Attendance and SAEC Attendance Policy Review**

- John Werner, Executive Director, SAEC

4.1.1. [Board Agenda Item 4.1 SAEC Board Member Attendance and SAEC Attendance Policy Review.docx](#)

4.1.2. [Board Agenda Item 4.1 Supporting Document SAEC Board Member Attendance and SAEC Attendance Policy Review.pdf](#)

- 4.2. **Sunrise SAEC State of the Consortium and Member Effectiveness Reports**
- John Werner, Executive Director, SAEC
4.2.1. [Board Agenda Item 4.2 Sunrise SAEC State of the Consortium and Member Effectiveness.docx](#)

- 4.3. **CAEP Technical Update** - John Werner, Executive Director, SAEC
4.3.1. [Board Agenda Item 4.3 CAEP Technical Update.docx](#)

5. Action Items

- 5.1. **SAEC Annual Plan 2025/26** - John Werner, Executive Director, SAEC
5.1.1. [Board Agenda Item 5.1 SAEC Annual Plan 2025.26](#)
5.1.2. [Board Agenda Item 5.1 Supporting Document SAEC Annual Plan 25.26](#)

- 5.2. **SAEC Amended Fiscal Allocation 2025/26**
- John Werner, Executive Director, SAEC
5.2.1. [Board Agenda Item 5.2 Amended SAEC Consortium Fiscal Allocation 2024.25.docx](#)
5.2.2. [Board Agenda Item 5.2 Supporting Document CAEP FY 2025-26 Final Consortium Allocations Memo](#)
5.2.3. [Board Agenda Item 5.2 Supporting Document California Adult Education Program \(CAEP\) 2025-26 Final Allocation Schedule](#)

- 5.3. **SAEC Amended Memorandum of Understanding 2025/28**
- John Werner, Executive Director, SAEC
5.3.1. [Board Agenda Item 5.3 SAEC Amended Memorandum of Understanding 2024.27](#)
5.3.2. [Board Agenda Item 5.3 Supporting Document SAEC Amended Memorandum of Understanding 2025.28](#)

- 5.4. **SAEC Kings County JTO Memorandum of Understanding 2025/28**
- John Werner, Executive Director, SAEC
5.4.1. [Board Agenda Item 5.4 Memorandum of Understanding 2025.28](#)
5.4.2. [Board Agenda Item 5.4 Supporting Document Cover Letter Kings County Job Training Office Memorandum of Understanding 2025-2028 .pdf](#)
5.4.3. [Board Agenda Item 5.4 Supporting Document Kings County Job Training Office Memorandum of Understanding 2025.28.pdf](#)

6. Adjournment

- 6.1. **Next Meeting:** 10/7/25 in person at COS, Sequoias Room 1

(REMINDER: No meeting in September)

SAEC Consortium Board Meeting Minutes

May 6, 2025, 8:00AM – 9:45AM

College of the Sequoias: Sequoia Room 1

Co-Chairs: Brent Calvin and Yolanda Valdez

In Attendance:

Brian Brazier, Corcoran Joint Unified School District; Carla Calhoun, CSET; Brent Calvin, College of the Sequoias; Liset Caudillo, Proteus; George Eddy, Exeter Unified School District; Brian Griffin, Lindsay Unified School District; Victoria Guzman, Cutler-Orosi Adult School; LaDonna Jones, Sequoias Adult Education Consortium; Heather Keran, Hanford Adult School; Amalia Lopez, Lindsay Adult School; Evette Lopez, Sequoias Adult Education Consortium; Manuel Mendez, Farmersville Unified School District; Andre Pecina, Corcoran Unified School District; Adam Peck, Workforce Investment Board; Victor Rosa, Hanford Joint Union High School; TJ Ryan, Woodlake Unified School District; Kirk Shrum, Visalia Unified School District; Yolanda Valdez, Cutler-Orosi Joint Unified School District; Lucy Van Scyoc, Tulare Joint Union High School District; Arturo Villarreal, Farmersville Adult School; Christine Wilson, Exeter Unified School District; John Werner, Sequoias Adult Education Consortium; Krishna Adams, Tulare Adult School

	Discussion Topic	Outcome	Action
1	Opening Business		
1.1	Call to Order	<ul style="list-style-type: none">Called to order by Brent Calvin at 8:00AM	
1.2	Establish Quorum	<ul style="list-style-type: none">Quorum Established	
1.3	Welcome and Introductions	<ul style="list-style-type: none">Krishna Adams was introduced from Tulare Joint Unified School District<ul style="list-style-type: none">➤ She will be starting as Director of Tulare Adult School on July 1, 2025	
2	Review and Approval of Meeting Minutes	<ul style="list-style-type: none">Minutes from April 1, 2025	<ul style="list-style-type: none">Motioned to approve minutes by George Eddy, Exeter Unified School DistrictSeconded by Victor Rosa, Hanford Joint Union High SchoolVote: All approved None opposed Motion Carried
3	Public Comment	<ul style="list-style-type: none">None	
4	Information Items		

4.1	CVR Simulation Center Presentation -Clay Epton, President, HealthForce	<ul style="list-style-type: none"> ● A presentation was given by Central Valley Regional Simulation. <ul style="list-style-type: none"> ➤ Mission: To positively impact lives through collaboration by strengthening a diverse workforce and increasing access to care. <ul style="list-style-type: none"> ▪ Workforce Development <ul style="list-style-type: none"> ● Pathway Advisement: K-12, Colleges, Adult Schools, Industry Partners ● Education: Junior Medical Academy, K-3, 4-6, 7-8, 9-12 ➤ Vision: Establish a state-of-art simulation center that serves as a hub for healthcare training, education, and professional development in the Central Valley. ➤ Project Goals: <ul style="list-style-type: none"> ▪ Address healthcare Workforce Shortage ▪ Improve Patient care ➤ Catalyst Grant <ul style="list-style-type: none"> ▪ HealthForce received grant funding from the San Joaquin Jobs (S2J2) Initiative managed by the Central Valley Community Foundation to support the planning of this Central Valley Regional Simulation Center Project. ➤ HealthForce is seeking Partnerships from: <ul style="list-style-type: none"> ▪ K-12 School Districts, Adult Education, Community Colleges, Universities, Residencies, Hospitals, FQHCs, Skilled Nursing Facilities, Private Practices ➤ Support the Planning in the following areas: <ul style="list-style-type: none"> ▪ Steering, Facilities ▪ Programming ▪ IT/Technology Integration ▪ Accreditation ▪ Partnerships 	
5	Action Items	<ul style="list-style-type: none"> ● Brent asked if anyone wanted to pull out individual action items for discussion. <ul style="list-style-type: none"> ➤ No one did 	
5.1	SAEC Report on Governance 2025/26 -John Werner, SAEC	<ul style="list-style-type: none"> ● SAEC Report on Consortium Governance Documents 2025/2026 	<ul style="list-style-type: none"> ● Motioned to approve ALL Action Items at one time Victor Rosa, Hanford Joint Union High School ● Seconded by Andre Pecina, Corcoran Unified School District

			<ul style="list-style-type: none"> • Vote: All approved None opposed Motion Carried
5.2	SAEC Memorandum of Understanding (MOU) 2025/28 -John Werner, SAEC	<ul style="list-style-type: none"> • SAEC Memorandum of Understanding 2025/2028 <ul style="list-style-type: none"> ➤ Your LEA board must approve it along with the SAEC Report on Governance ➤ Member representative (Superintendent) and your Board President sign document 	<ul style="list-style-type: none"> • Motioned to approve ALL Action Items at one time Victor Rosa, Hanford Joint Union High School • Seconded by Andre Pecina, Corcoran Unified School District • Vote: All approved None opposed Motion Carried
5.3	SAEC Fiscal Allocation Declaration (CFAD) 2025/26 -John Werner, SAEC	<ul style="list-style-type: none"> • SAEC Fiscal Allocation Declaration (CFAD) 2025/26 <ul style="list-style-type: none"> ➤ Approval of CFAD commensurate with state fiscal budgeted COLA 	<ul style="list-style-type: none"> • Motioned to approve ALL Action Items at one time Victor Rosa, Hanford Joint Union High School • Seconded by Andre Pecina, Corcoran Unified School District • Vote: All approved None opposed Motion Carried
5.4	SAEC Board Meeting Calendar for 2025/26 -John Werner, SAEC	<ul style="list-style-type: none"> • SAEC Board Meeting Calendar for 2025/26 	<ul style="list-style-type: none"> • Motioned to approve ALL Action Items at one time Victor Rosa, Hanford Joint Union High School • Seconded by Andre Pecina, Corcoran Unified School District • Vote: All approved None opposed Motion Carried

6	Adjournment & Closing Remarks	<ul style="list-style-type: none"> • SAEC Office will email out SAEC Governance Docs and MOUs for Local Board Approvals once COLA is finalized. • SAEC 3 year plan will be sent out at the end of June in NOVA for Superintendent approval. • Next meeting 08/19/2025 at 8:00AM <ul style="list-style-type: none"> ➤ COS, Sequoias Room 1 • Meeting adjourned at 8:43AM 	<ul style="list-style-type: none"> • Adjourned without a motion.
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SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.1

Board Meeting Date of August 19, 2025

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: John Werner, Executive Director

APPROVED BY: John Werner, Executive Director

PRESENTED BY: John Werner, Executive Director

AGENDA TITLE: SAEC Board Member Attendance and SAEC Attendance Policy Review

AGENDA SECTION:

_____ Public Comment

 X Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

_____ Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

SAEC Member Representatives are expected to attend SAEC Board meetings. The SAEC Board adopted an attendance policy for member representatives and described it in Section 14 of the SAEC Report on Governance Compliance of Rules and Procedures. The SAEC Executive Director will review the SAEC Attendance Policy and procedures used to keep the board informed with regards to member representative attendance.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

The SAEC Board and Governance Committees will hold regular meetings in accordance with the SAEC Comprehensive Plan, Annual Plans, and Governance Document.

14. How will members join, leave, or be dismissed from the consortium?

The Consortium will adhere to the membership guidelines as defined by education code, the SAEC Report on Governance Compliance of Rules and Procedures and the SAEC Memorandum of Understanding.

Considerations for dismissal from the Consortium include:

- The member no longer wishes to provide services consistent with the adult education plan;
- The member cannot provide services that address the needs identified in the adult education plan; or
- The member has been ineffective in providing services that address the needs identified in the adult education plan, and reasonable interventions have not resulted in improvement.

In addition to the considerations specified in education code:

- Regular attendance is expected at monthly Consortium meetings. Each designated Member representative is expected to attend every SAEC Board meeting.

General SAEC Board Meeting Attendance:

A member may miss not more than five (5) meetings in a fiscal year. After a third (3rd) absence, the SAEC Executive Director shall notify the Member Designee, the AEBG Program Monitor, and the SAEC Board Co-Chairs shall prepare a written notice detailing the SAEC governance rule regarding attendance, a record of the designee's attendance, and corrective action. At a meeting of the fourth (4th) absence, the written notice shall be read into the official SAEC Board minutes as an information item and delivered via United States Postal Service to the Member Agency's Governing Board and the AEBG Program Monitor with a Domestic Return Receipt. At a meeting of the fifth (5th) absence, the SAEC Board shall take official action to dismiss the Member Agency from the Consortium for Member ineffectiveness and failure to attend. The terms and conditions described above shall pertain to general SAEC Board meeting attendance in a fiscal year regardless of absence sequence or absences in series.

Chronic or Consecutive Absenteeism:

In the event that a Member designee is absent from four (4) or more consecutive SAEC Board meetings, the Member Agency will forfeit their participation and membership in the Consortium by default.

Four (4) or more consecutive absences from SAEC Board meetings demonstrates that the Member Agency is not effective. Member effectiveness shall not be limited solely to SAEC Board meeting attendance. After the second (2nd) consecutive absence, the SAEC Executive Director shall notify the Member Designee, the AEBG Program Monitor, and the SAEC Board Co-Chairs shall prepare a written notice detailing the SAEC governance rule regarding attendance, a record of the designee's attendance, and corrective action. At the meeting of the third (3rd) consecutive absence, the written notice shall be read into the official SAEC Board minutes as an information item and delivered

via United States Postal Service to the Member Agency's Governing Board and the AEBG Program Monitor with a Domestic Return Receipt. At the meeting of the fourth (4th) consecutive absence, the SAEC Board shall take official action to dismiss the Member Agency from the Consortium for Member ineffectiveness and failure to attend.

- Dismissal from or admission to the Consortium shall be accomplished with a simple majority vote from the Consortium.
- If the member initiates leaving the Consortium, SAEC will require the member's Governing Board approval.
- If the Consortium initiates dismissal, the Consortium will inform the member's Superintendent and Governing Board and follow due process.
- SAEC Members may be dismissed from SAEC for failure to demonstrate member effectiveness.
- If the Consortium dismisses a Member, the Consortium Executive Direct shall notify the AEBG Project Monitor immediately.
- A record of intervention steps and dismissal actions shall be kept in the official minutes of Consortium Board Meetings.
- Dismissal from the Consortium is final and shall remain in effect for the remainder of the applicable or current 3 year planning period.

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.2

Board Meeting Date of August 19, 2025

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: John Werner, Executive Director

APPROVED BY: John Werner, Executive Director

PRESENTED BY: John Werner, Executive Director

AGENDA TITLE: Sunrise SAEC State of the Consortium and Member Effectiveness Reports

AGENDA SECTION:

_____ Public Comment

 X Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

_____ Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

Beginning in the fall of each program year, the SAEC Executive Director provides the SAEC Board with a report on consortium effectiveness. This "State of the Consortium Report" is followed by individual member effectiveness reports through the winter months. The SAEC Executive Director will review this process and inquire with the board about specific topics or items they wish to see addressed in those reports.

Schedule for 2025-26

- **October 2025** - 1. SAEC State of the Consortium Report, John Werner 2. SAEC RISDS Impact Report, SAEC Navigators 3. WIB State of the Regional Economy Report, TBD
- **November 2025** - Hanford Adult, Cutler-Orosi
- **February 2026** - Corcoran Adult, Lindsay Adult, Visalia Adult
- **April 2026** - College of the Sequoias, Tulare Adult, Farmersville

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

The SAEC Board and Governance Committees will hold regular meetings in accordance with the SAEC Comprehensive Plan, Annual Plans, and Governance Document

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 4.3

Board Meeting Date of August 19, 2025

TO: Sequoias Adult Education Board
FROM: John Werner, Executive Director
PREPARED BY: John Werner, Executive Director
APPROVED BY: John Werner, Executive Director
PRESENTED BY: John Werner, Executive Director
AGENDA TITLE: California Adult Education Program Technical Update

AGENDA SECTION:

_____ Public Comment

 X Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

_____ Action Items: Board Discussion/Action

 BACKGROUND/SUMMARY:

Periodic technical updates provide the SAEC Board and Partners with information regarding overall CAEP program compliance and policy changes. Specific topics will include: Due Dates, Professional Development Resources, Policy changes and Events.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

Periodic technical updates provide the SAEC Board information for successful management and implementation of the SAEC Annual Plans.

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 5.1

Board Meeting Date of August 19, 2025

TO: Sequoias Adult Education Board

FROM: John Werner, Director

PREPARED BY: John Werner, Director

APPROVED BY: John Werner, Director

PRESENTED BY: John Werner, Director

AGENDA TITLE: SAEC 2025/26 Annual Plan

AGENDA SECTION:

_____ Public Recognition/Proclamations

_____ Public Comment/Public Interest Announcements/Status Reports

 X General Agenda: Review/Public Hearing/Public Comment/Board Discussion/Action

BACKGROUND/SUMMARY:

Each program year the Sequoias Adult Education Consortium must submit an annual plan in accordance with CA Education Code 84830. The SAEC Annual Plan 2025/26 (Program Year 10) will be submitted to the CAEP Office via NOVA on or before August 15, 2025. The SAEC Annual Plan 2025/26 describes consortium participants (members and partners) and funding allocations. It describes the actions (strategies) SAEC and its members will take in 2025/26 to enhance the delivery of adult education services in the region and address regional needs in the adult education system. It is aligned to the SAEC Three Year Plan and applicable state law. All member districts are bound to the implementation of the plan and the Program Assurances.

Once the SAEC Board takes action to approve the plan, the SAEC Executive Director inputs and submits the plan into the NOVA online system. SAEC Member representatives then approve the plan in the NOVA online system.

SAEC members will then complete and submit individual Member Budgets and Work plans for 2025/26 in the NOVA online system.

CONTRACT CHANGES:

None

RECOMMENDED ACTION:

Approve

FINANCIAL IMPACT:

\$12,199,992

ALIGNS TO SAEC IMPLEMENTATION PLAN:

SAEC Annual Plan 2025/26 is aligned to the SAEC Regional Comprehensive Plan 2025/28.

57 Sequoias Adult Education Consortium (SAEC)

DRAFT

2025-26

Plans & Goals

Executive Summary

Executive Summary *

Located in California's Central Valley, the Sequoias Adult Education Consortium (SAEC) service area includes parts of Tulare and Kings Counties. The region is known for its primary economic sector, agriculture, and its need for services which support disadvantaged and marginalized populations. The region has received much focus for its level of need and innovative problem solving and strong collaboration amongst its core partners. The Sequoias Adult Education Consortium serves the needs of adult learners across the service areas of 10 school districts and 1 community college. SAEC Member Districts include: Alpaugh, Corcoran, Cutler-Orosi, Exeter, Farmersville, Hanford, Tulare, Visalia, Woodlake, and the College of the Sequoias. The service area of SAEC is located within the Tulare and Kings Counties region in central California. In addition to the services provided by the Consortium voting Member Districts, more outlying areas are also served by the Consortium including: Armona, Avenal, Coalinga, Ducor, Goshen, Grangeville, Hardwick, Home Garden, Huron, Kettleman City, Kingsburg, Laton, Lemoore, Riverdale, Selma, Stratford, and Strathmore.

SAEC Member Districts provide adult education services in each of the CAEP program areas serving in excess of 10,000 students annually. With a mandated focus on adult learners over the age of 18, the Consortium focuses on providing programs that meet the needs of those seeking adult basic education (ABE), high school diploma completion or high school equivalency completion (ASE), English as a second language (ESL), career technical education (CTE) and certification, workforce and employability skills training, and other courses that will lead to family sustaining wages.

The populations served are diverse and represent the broad array of individuals across all demographic spectra. These include unemployed adults, low income adults, currently employed adults seeking a better job and income, incarcerated adults (or parolees from one of the five correctional facilities in the region), mandated participants from group-homes or parole departments, adults living in residential recovery programs, homeless adults, former K-12 special needs students, foster youth, those adult on public assistance programs, migrant/transient workers, those with developmental delays, physical impairments, and other marginalized members of our community.

Adult learners in the SAEC service area face a variety of barriers to success in their academic and career pathways. These include mental health issues, domestic violence, drug use, childcare, and transportation. Of these childcare and transportation are the most pervasive with limited options for both across the geography. Often, our adult learners are insecure about seeking educational opportunities and unclear regarding the time and energy requirements needed to be successful in the academic setting. Many lack family or community support as well as time management skills, study skills, and other executive functioning skills. Our learners often are low income or unemployed, have a low literacy level, are single parents, and often on public assistance. Of primary concern to many adult learners is childcare, as many are single parents and/or displaced homemakers who struggle with access to income, language skills, and technology access.

Activities and strategies, and their outcomes, described within the SAEC 2025/26 Annual Plan align, by objective, with the activities, strategies and outcomes of the goals described in the SAEC Three-Year Plan: 2025-28.

The mission of Sequoia Adult Education Consortium is to facilitate the alignment and collaboration of Adult Education in the Region. The vision of Sequoias Adult Education Consortium is that the regional adult education system will be an efficient, coordinated regional system that bridges gaps, provides seamless student transitions, and utilizes all of the assets of our area to meet the needs of both our workforce and industry by providing accessible, responsive training administered by a

welltrained team of personnel (including faculty, teachers, and support staff) while also providing supports to adult learners and opportunities to accelerate students toward their education and career goals.

SAEC made major strides in implementing strategies in 2024/25. The SAEC Regional Integrated Service Delivery System (RISDS) was successfully implemented in 2024/25. SAEC successfully implement new courses in all program areas and saw the stabilization of enrollments. SAEC provided classes through flexible scheduling at locations near target populations. SAEC effectively embedded computer literacy in all program area courses in 2024/25. SAEC members provided internet access and devices to students at a 1:1 ratio through all member programs. Employers and regional economic leaders provided input and guidance on all existing CTE programs and in the development of new CTE programs.

Plans & Goals

How (if at all) do the consortium's previous program year goals differ from the current year's goals?

Goals remain the same

How much progress did the consortium make towards its previous program year goals?

A good deal of progress - most goals were met

Please provide further context on the progress made towards previous program year goals including goals that were accomplished and any success stories you would like to highlight. (Optional)

Goals largely remain the same and strategies are in an ongoing implementation stage. Regional needs largely remain the same year after year. SAEC estimates that based on current CAEP funding levels, it can address just under ten percent of the regionan's adult educational need based on current US Census data. While this is a broad and generalized estimate, the fact is that the region continues to see great educational needs in its adult populations. In 2015, SAEC identified regional goals and strategies to address needs. This PY1 plan assumed that by PY3 (2017/18), consortium funding would be fully restored to pre-sweep era effort. SAEC predicted a need for approximately \$21 million in 2017 dollars to reach restoration. 2025/26 CAEP allocation to the consortium is \$12 million dollars. SAEC has implmented the strategies described its original 2015 Comprehensive Plan and in the comprehensive plans of subsequent years despite the lack of full fiscal restoration to its members. However, SAEC is not able to fully satisfy the adult education need of the region because the adult education needs of the population in the region continue to not be a state fiscal priority.

What barriers did the consortium face in making progress towards its previous program year goals?

- ✓ Lack of financial resources
- ✓ Lack of human resources

Please provide further context on the barriers faced towards achieving the consortium's previous program year goals. (Optional)

Not Entered

What are the goals for the consortium for the current program year?

- ✓ Add new program offerings
- ✓ Add student and staff support
- ✓ Address gaps in services
- ✓ Align offering with regional needs
- ✓ Collect and review data

- ✓ Develop career pathways
- ✓ Develop industry-based programs
- ✓ Diversify program delivery modalities
- ✓ Expand current program offerings
- ✓ Hire teachers/teaching assistants/tutors for ESL courses
- ✓ Identify community needs
- ✓ Implementing best practices
- ✓ Improve instruction
- ✓ Improve support services
- ✓ Improve the integration of services and transitions
- ✓ Increase awareness of services through marketing and outreach
- ✓ Increase course offerings (new and existing)
- ✓ Increase employer collaboration
- ✓ Increase enrollment
- ✓ Increase professional development for staff
- ✓ Increase transitions to postsecondary
- ✓ Increase transitions to workforce
- ✓ Increase workforce-specific offerings
- ✓ Track transition program efficacy
- ✓ Upgrade facilities

Please provide further context on the consortium's goals for the current program year. (Optional)

Not Entered

How will the consortium measure progress towards the goals set for the current program year?

- ✓ Conducting progress review meetings
- ✓ Course completion/graduation
- ✓ Gathering feedback from partners/participants
- ✓ Number of courses offered
- ✓ Participant surveys or interviews
- ✓ Program assessments
- ✓ Self-studies
- ✓ Student assessment scores
- ✓ Student enrollment numbers
- ✓ Student retention
- ✓ Students using support services

Please provide further context on how the consortium will measure progress towards goals in the current program year. (Optional)

Not Entered

Assessment

Regional Needs Assessment

Please identify the categories of needs in your region.

- ✓ Access to technology
- ✓ Alignment of education and workforce needs (incl. addressing labor shortages)
- ✓ Basic/life skills attainment
- ✓ Citizenship support
- ✓ Digital literacy
- ✓ Educational advancement (degree programs)
- ✓ English language learner supports (e.g., incl. programming availability)
- ✓ High school/equivalency education needs
- ✓ Immigrant/refugee needs
- ✓ Increased access to, and development of, accelerated learning model programs (e.g., bridge, co-enrollment, dual enrollment, pre-apprenticeship, IET, etc.)
- ✓ Increased awareness of services available to employers
- ✓ Increased awareness of services available to students (incl. educational services, social services, career services, etc.)
- ✓ Literacy programming
- ✓ Living wage job attainment/career development
- ✓ Rural geographic needs
- ✓ Services for adults with disabilities
- ✓ Short-term Career Technical Education (CTE) training
- ✓ Strengthening partnerships
- ✓ Student access supports: transportation, childcare, etc.

Please identify resources used to identify these gaps.

- ✓ CAEP consortium Fact Sheet
- ✓ Community stakeholder input
- ✓ Data gathering/student needs assessment
- ✓ Employer input
- ✓ Labor market data (U.S. Bureau of Labor Statistics, Labor Market Index (LMI), California Employment Development Department (EDD))
- ✓ Partner meetings
- ✓ Population demographic data (U.S. Census, etc.)
- ✓ Regional plans
- ✓ Student data (TOPSPro, MIS)

✓ Survey, interview, and/or focus group data

How will you measure effectiveness/progress toward meeting this need? *

SAEC Members provide annual member effective reports to the SAEC Board.

SAEC and its members will continue to monitor Adult Education Metrics identified in the SAEC Three Year Comprehensive Plan, 2025/28. These metrics include consortium level metric actuals: Reportable Individuals (200AE), English Language Learner (149AE), Low Literacy (155AE), Low Income (154AE). These metrics include member level actuals: Participants (202AE), Employed Two Quarters After Exit (505AE), Completed Educational Functioning Level Gain (400AE), Immigration Milestone (411AE), Diploma, GED or High School Equivalency (633AE), Postsecondary Credential (624AE), Transition to ASE (500AE), Transition to Non-Developmental Credit College Course (637AE), Transition to CTE (636AE), Adult Secondary Education (1000), Adult Basic Education (1001), English as a Secondary Language (1002), Career Technical Education (1003).

Provide any further context on the need gap(s), your process for collecting data, how needs are being met, how they plan to be met, or how the needs of adults served by your region may be unique. *

The Leadership Committee, governing committees, and consortium board engaged in a process of self-evaluation and reflection to evaluate the educational needs of adults in the SAEC region. Building on the success of previous work, the committees reviewed regional demographic data and regional workforce development data to better refine service delivery strategies and program of study. Furthermore, key members of SAEC governance committees participated on committees of regional core partners to develop a deeper understanding of programs and services beyond those of the Adult Education service providers, but directly related to the needs of the region. This level of participation provided further guidance to the refinement of SAEC strategies and the opportunity for SAEC members to provide input into the plans of regional core partner planning.

SAEC members evaluated the current service provision, the impact of that service provision, and how to better serve the community of need. The process began with an inventory of current strategies and implementation related data. Members then reviewed regional demographic data and regional workforce development data to better refine service delivery strategies. This level of participation provided further guidance to the refinement of SAEC strategies and the opportunity for SAEC members to provide input into the plans of regional core partner planning.

The SAEC region covers parts of Tulare and Kings Counties. The region is located in in the Central Valley and is a rural, agricultural-based economy. The region, being primarily agricultural, is sustained by large numbers of low wage jobs engaged by immigrant and migrant worker populations as well as a poorly education native population. Historically, the region has high-unemployment rates, low educational attainment rates, higher than average high school dropout rates, and large immigrant population which contribute to a great need for Adult Education and supportive services.

As large urban areas and coastal regions of California experience gentrification, the Central Valley region is poised to experience historic growth in populations as the area provides lower costs of living. Coupled with historic large immigrant populations, high unemployment rates and low educational attainment rates this trend will place demand on existing adult education providers to offer programs and services that support workforce development in this sector.

The overall adult population of the area is roughly 300,000 with a breakdown of 49% female and 51% male. Hispanic residents make up 52% of the residents with 36% being white, 5% Asian, and the remainder comprising Black/African American, American Indian, and Pacific Islander. Twenty-seven percent speak English "less than well" and the region contains 25% of the population without a high school diploma or equivalency (75,000 people). The current unemployment rate is over 10%, is down from a high of 18% during the COVID pandemic. Current civilian labor force participation continues to rise and is approximately 215,000 participating individuals. Non-farm employee participation in the region continues to rise indicating an ongoing shift of employment from agriculture to other industry sectors. Transportation and utilities employment decreased during the COVID pandemic, but is experiencing growth. Average hourly earnings of all employees continues to rise with a current average between thirty and thirty-one dollars per hour. Annual per capita earnings remain just below forty thousand dollars per year. The income inequality index provided by the U.S. Census Bureau shows income inequality in the region continuing to decline and the number of Equifax subprime credit population declining from a high of 36% in 2014 to a current

percent of 28%. The poverty rate shows 63,000 people near or below the poverty line. The predominant languages spoken at home are English (56%) and Spanish (39%). There are approximately 44,000 adults with disabilities in the service area.

The following industry sectors have been identified as prominent contributors to the region's economy by the Tulare Workforce Development Board with priority sectors astericked:

*Agriculture and Natural Resources; Agri-Business

Arts, Media and Entertainment

*Building and Construction Trades; Construction

Business and Finance

Education, Child Development and Family Services

Energy, Environment and Utilities

Engineering and Architecture

Fashion and Interior Design

*Health Science and Medical Technology; Healthcare

Hospitality, Tourism and Recreation

Information and Communication Technologies

*Manufacturing and Product Development; Advanced Manufacturing

Marketing, Sales and Service

Public Services

*Transportation

Activities & Outcomes

Objective #1: Address Educational Needs

Increased Marketing and Outreach

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Expand and improve outreach and marketing to target identified populations which will result in increased enrollment for all Member Districts.

This activity aligns with CAEP Objective of Gaps in Service and the CAEP State Priority of Marketing.

Short-Term Outcomes (12 Months)

Increased social media presence; Enhanced print marketing campaign; Ongoing media advertising

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)

- Students and Programs: Adult Basic Education (1001)
- Students and Programs: Adult Secondary Education (1000)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: English as a Secondary Language (1002)
- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Corcoran Joint Unified	06/30/2028
Administrator	Cutler-Orosi Joint Unified	06/30/2028
Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Community Education

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Utilize Navigators to educate the community about what the Consortium does resulting in stronger and more established community partnerships.

This activity aligns with CAEP Objective of Gaps in Service and the CAEP State Priority of Marketing.

Short-Term Outcomes (12 Months)

Participate in scheduled Community Stakeholder meetings; Participate in community events and outreach

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Success: Diploma, GED or High School Equivalency (633AE)
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Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Service Hours and Locations to meet Regional Needs**THREE-YEAR PLAN 2025-28****Brief Description of Activity and Significance of Activity to Outcome ***

Expanded service hours, locations of classes, and topics of classes offered across all Member Districts to provide increased accessibility to students, align to CIP goals, and meet shifting community needs emerging from the COVID-19 pandemic.

This activity aligns with CAEP Objective of Gaps in Service and the CAEP State Priorities of Learner Transitions and Equity.

Short-Term Outcomes (12 Months)

5% increase in enrollment and program completions

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Adult Basic Education (1001)
- Students and Programs: Adult Secondary Education (1000)
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- Students and Programs: English as a Secondary Language (1002)
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Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Digital Literacy and Technology THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Infused digital literacy and technology instruction into curriculum at all Member Districts to provide students with a deeper knowledge and understanding of technology to meet the new needs of adult learners in a post-pandemic environment.

This activity aligns with CAEP Objective of Gaps in Service and the CAEP State Priorities of Equity and Technology/Distance Learning.

Short-Term Outcomes (12 Months)

Ongoing Professional Development for all faculty/staff on embedding DL into instructional models

Adult Education Metrics and Student Barriers

- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Adult Basic Education (1001)
- Students and Programs: Adult Secondary Education (1000)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: English as a Secondary Language (1002)
- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
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- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

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Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Short-term / Long-term CTE Programs of Study

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Implement credit and noncredit CTE classes and certificates (short- and long-term) resulting in wage increases and higher job placement rates and mobility as demonstrated through DIR and MIS reporting.

This activity aligns with CAEP Objective of Gaps in Service and the CAEP State Priorities of Program Development/Curriculum/Classroom and Equity.

Short-Term Outcomes (12 Months)

Ongoing CTE program offerings in alignment with identify industry sectors aligned to Strong Workforce for additional courses and as dictated by industry need

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: Low Income (154AE)
- Students and Programs: Career Technical Education (1003)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

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Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Contextualized ESL Programs THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Workplace / Contextualized ESL (VESL) courses resulting in increased program offerings and enrollment particularly in the Healthcare Industry Sector.

This activity aligns with CAEP Objective of Gaps in Service and the CAEP State Priorities of Program Development/Curriculum/Classroom and Equity.

Short-Term Outcomes (12 Months)

Ongoing determination of critical career training needs to support regional workforce development needs and deployment of new and existing contextualized vocation education English Language development

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: English as a Secondary Language (1002)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
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Administrator	Cutler-Orosi Joint Unified	06/30/2028
Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

College Courses Taught at Adult Schools THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Explore offering college courses (noncredit and credit) at Adult School campuses resulting in dual / co-enrollment programs taught by college faculty at Adult Schools.

This activity aligns with CAEP Objective of Gaps in Service and the CAEP State Priorities of Program Development/Curriculum/Classroom and Equity.

Short-Term Outcomes (12 Months)

Ongoing identification and delivery of courses to offer at Adult Schools

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: Low Income (154AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Corcoran Joint Unified	06/30/2028
Administrator	Cutler-Orosi Joint Unified	06/30/2028
Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Expand OJT/WBL Opportunities THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Student internships, practicums, and work-based learning opportunities established with local businesses resulting in a greater transition of students to the workplace.

This activity aligns with CAEP Objective of Leveraging Resources and the CAEP State Priority of Equity.

Short-Term Outcomes (12 Months)

Ongoing identification of career pathways that support high growth industries identified by the Workforce Development Board. Ongoing implementation of OJT/WBL opportunities and placement of students into practical learning environments in high growth industry training programs.

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: Low Income (154AE)
- Students and Programs: Career Technical Education (1003)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Corcoran Joint Unified	06/30/2028
Ongoing identification of career pathways that sup	Cutler-Orosi Joint Unified	06/30/2028
Ongoing identification of career pathways that sup	Farmersville Unified	06/30/2028
Ongoing identification of career pathways that sup	Hanford Joint Union High	06/30/2028
Ongoing identification of career pathways that sup	Lindsay Unified	06/30/2028
Ongoing identification of career pathways that sup	Sequoias CCD	06/30/2028
Ongoing identification of career pathways that sup	Tulare Joint Union High	06/30/2028
Ongoing identification of career pathways that sup	Visalia Unified	06/30/2028

Preapprenticeship THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Identify industry sectors that are open to the development of preapprenticeships. Adult Schools will no longer engage in CAI or apprenticeship program delivery. Apprenticeship will be offered by Sequoias CCD.

Short-Term Outcomes (12 Months)

Explore and identify industry sectors which would benefit from full apprenticeship or identify existing apprenticeship programs offered by Sequoias CCD.

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: Low Income (154AE)
- Students and Programs: Career Technical Education (1003)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
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Administrator	Cutler-Orosi Joint Unified	06/30/2028
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Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Objective #2: Improve Integration of Services & Transitions

Increased Course Offerings

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Increase number of ABE/ASE/ESL/CTE courses based on community need and enrollment demand resulting in an increase in class scheduling and greater student persistence.

This activity aligns with CAEP Objective of Seamless Transitions and the CAEP State Priority of Learner Transition.

Short-Term Outcomes (12 Months)

5% increase in literacy gains; better understanding of data usage

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Adult Basic Education (1001)
- Students and Programs: Adult Secondary Education (1000)
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- Success: Diploma, GED or High School Equivalency (633AE)
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- Transition: Transitioned to ASE (500AE)
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Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

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Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Increased Completion Rates THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Increase completion rates in all program areas resulting in a greater number of students transitioning to postsecondary programs and the workforce.

This activity aligns with CAEP Objective of Seamless Transitions and the CAEP State Priority of Learner Transition.

Short-Term Outcomes (12 Months)

5% completion growth

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Adult Basic Education (1001)
- Students and Programs: Adult Secondary Education (1000)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: English as a Secondary Language (1002)
- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
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- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

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Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Articulation Agreements: AE/CC/CTE THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Develop articulation agreements between Adult Schools and the Colleges resulting in greater transition of students to postsecondary, for credit programs. Create articulation agreements for CTE programs from Adult Schools to the College and High School programs resulting in a framework for career pathways in alignment to Strong Workforce.

This activity aligns with CAEP Objective of Seamless Transitions and the CAEP State Priority of Learner Transition.

Short-Term Outcomes (12 Months)

Two pathways aligned to college courses

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: Low Income (154AE)
- Students and Programs: Career Technical Education (1003)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

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Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Increased Enrollment, Completions, Transitions

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Increase enrollment, graduation rates, and transitions to post-secondary and/or employment resulting in increased performance outcomes.

This activity aligns with CAEP Objective of Student Acceleration and the CAEP State Priority of Program Evaluation.

Short-Term Outcomes (12 Months)

5% increase in transitions validated through DIR and MIS report

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
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- Students and Programs: Adult Secondary Education (1000)
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- Success: Diploma, GED or High School Equivalency (633AE)
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Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Enhanced Career Pathways THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Improve information available to students about career pathways, career opportunities, and alignment between course offerings at the Adult Schools and the Community College through the development of a Career Pathway Matrix. This activity aligns with CAEP Objective of Student Acceleration and the CAEP State Priority of Program Evaluation.

Short-Term Outcomes (12 Months)

Conduct ongoing evaluation of community; Continue to implement Career Pathways; Improve community awareness of existing Career Pathways.

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: Low Income (154AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

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Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/28/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Workforce Board Engagement THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Stronger engagement with the Workforce Development Boards of Tulare County and Kings County by Consortium Members resulting in the development of policies and procedures for cross-agency collaboration.

This activity aligns with CAEP Objective of Leveraging Resources and the CAEP State Priority of Program Development/Curriculum/Classroom.

Short-Term Outcomes (12 Months)

Increase in labor force participation; increased job promotions; increased wages.

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: Low Income (154AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

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Administrator	Lindsay Unified	06/30/2028
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Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Objective #3: Improve Effectiveness of Services

Professional Development

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Professional Development (non-stagnant, community-of-practice based, high-quality, best-practices-driven) will be provided for all instructors and staff of all Member Districts who are striving to prepare students for postsecondary success. Primary focus will be on instruction and the shifting from "teaching to the test" to teaching for academic pathway success. Implement ongoing professional development for all Members that is responsive to the needs of the region and staff to develop a deeper and broader understanding of how Adult Education services are funded, structured, delivered, provide best-practice academic rigor, and are evaluated in California and across the US to better align service delivery with community needs.

This activity aligns with CAEP Objective of Professional Development and the CAEP State Priorities of Leadership and Program Evaluation.

Short-Term Outcomes (12 Months)

The SAEC Board and Member District Faculty/Staff will attend regional, state and national conferences and convenings; Information gathered will be used to provide ongoing internal professional development by attendees

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Students and Programs: Adult Basic Education (1001)
- Students and Programs: Adult Secondary Education (1000)
- Students and Programs: Career Technical Education (1003)
- Students and Programs: English as a Secondary Language (1002)

- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Corcoran Joint Unified	06/30/2028
Administrator	Cutler-Orosi Joint Unified	06/30/2028
Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Improved Data Collection THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Improve data collection and review to increase pre- and posttest scores. This activity aligns to WIOA CIP goals of multiple Member Districts.

This activity also aligns with CAEP Objective of Student Acceleration and the CAEP State Priority of Program Evaluation.

Short-Term Outcomes (12 Months)

5% increase in pre-posttest pairs on DIR reporting; Community of Practice quarterly meeting to create and implement DIR action plans

Adult Education Metrics and Student Barriers

- Progress: Completed Educational Functioning Level Gain (400AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Success: Diploma, GED or High School Equivalency (633AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Corcoran Joint Unified	06/30/2028
Administrator	Cutler-Orosi Joint Unified	06/30/2028
Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Strategic Planning THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

Leverage resources to serve more adult learners through a collective impact model by developing a strategic plan to identify economies of scale across Member Districts.

This activity aligns with CAEP Objective of Leveraging Resources and the CAEP State Priorities of Program Development/Curriculum/Classroom and Leadership.

Short-Term Outcomes (12 Months)

Implementation of strategies to leverage existing resources.

Adult Education Metrics and Student Barriers

- All: Participants (202AE)
- All: Reportable Individuals (200AE)
- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Progress: Completed Educational Functioning Level Gain (400AE)
- Progress: Immigration Integration Milestone (411AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Student Barriers: Low Literacy (155AE)
- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Corcoran Joint Unified	06/30/2028
Administrator	Cutler-Orosi Joint Unified	06/30/2028
Administrator	Farmersville Unified	06/30/2028
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

AJCC Alignment

THREE-YEAR PLAN 2025-28

Brief Description of Activity and Significance of Activity to Outcome *

American Job Center of California representative available at each Member site which allows for a career liaison to assist with post-pandemic recovery and job placement. Development and implementation of a common talent pool education/career plan shared between AE programs and AJCCs.

This activity aligns with CAEP Objective of Leveraging Resources and the CAEP State Priority of Equity.

Short-Term Outcomes (12 Months)

Maintain/Update MOUs with Tulare and Kings County Workforce Development Boards; Co-location of Adult Education Navigators at AJCCs

Adult Education Metrics and Student Barriers

- Employment & Earnings: Employed Two Quarters After Exit (505AE)
- Student Barriers: English Language Learner (149AE)
- Student Barriers: Low Income (154AE)
- Success: Diploma, GED or High School Equivalency (633AE)
- Success: Postsecondary Credential (624AE)
- Transition: Transitioned to ASE (500AE)
- Transition: Transitioned to CTE (636AE)
- Transition: Transitioned to Non-Developmental Credit College Course (637AE)

Responsible Positions, Responsible Consortium Members, and Proposed Completion Date *

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Corcoran Joint Unified	06/30/2028
Administrator	Cutler-Orosi Joint Unified	06/30/2028
Administrator	Farmersville Unified	06/30/2028

Responsible Position	Responsible Member	Proposed Completion Date
Administrator	Hanford Joint Union High	06/30/2028
Administrator	Lindsay Unified	06/30/2028
Administrator	Sequoias CCD	06/30/2028
Administrator	Tulare Joint Union High	06/30/2028
Administrator	Visalia Unified	06/30/2028

Fiscal Management

Alignment & Carryover

Alignment with Three-Year Plan *

The SAEC 2025/26 annual plan strategies align with the SAEC 3-Year Regional Comprehensive plan. Member allocations have been determined and approved by the SAEC Board and are reflected in the SAEC 2025/26 CFAD, as amended in July 2025. All strategies listed in the SAEC 2025/26 Annual Plan aligns to the SAEC member allocation schedule. Base allocation for SAEC members was determined in planning for Program Year 1. Maintenance of Effort (MOE) by each member was declared by each SAEC member. Each member was allocated an amount equal to their declared MOE. SAEC Member representatives participated in establishing estimated costs for consortium strategies and then allocated new CAEP monies to members to implement specific strategies. The combined funds, MOE plus Allocation, became the members' base fund allocation.

Describe the consortium's approach to incorporate carryover funds from prior year(s) into planned activities. *

The SAEC Board and Leadership Committee meet regularly to discuss the allocation of funds, taking into account the multiple funding streams available to each Member District. These include, but are not limited to, WIOA Title II funds and other grants awarded to each Member District. Carry-over funds are regularly evaluated and, when needed, reallocated among Member Districts to ensure continuity of program, address shifting enrollments, and program needs. SAEC members follow a first in, first out expenditure model. All 2025/26 work is a continuation of existing strategies with new work being refined in implementation. SAEC will also evaluate member expenditures and possibly reallocate unspent funds to other members to provide relief to member districts with unspent funds. This process is evidenced and explained in detail in the SAEC 2025-2 Consortium Memorandum of Understanding. The SAEC members and Board review allocation of resources periodically throughout the year. As Consortium Allocation Amendments are needed, the SAEC Board will review and approve any amendments.

Usage

How does the consortium plan to use allocated funds in the upcoming year?

- ✓ Fund new adult education programs
- ✓ Fund staff salaries
- ✓ Fund teaching salaries
- ✓ Improve student learning
- ✓ Improve technology

- ✓ Increase marketing and outreach
- ✓ Maintain/improve facilities
- ✓ Provide new/additional wraparound services
- ✓ Provide staff professional development and resources
- ✓ Purchase equipment
- ✓ Purchase program materials
- ✓ Purchase software
- ✓ Strengthen existing activities
- ✓ Support existing adult education programs

Please provide further context on how funds will be used in the upcoming year. (Optional)

Not Entered

Consortium Objectives & Activities Overview

Objectives & Activities

✓ = consortium has included this activity in an Annual Plan from the 2025-28 Three-Year Plan

✗ = consortium has NOT selected this activity in an Annual Plan from the 2025-28 Three-Year Plan

Activity	Origin	Included in Annual Plan
Objective #1: Address Educational Needs		
College Courses Taught at Adult Schools	THREE-YEAR PLAN 2025-28	✓
Community Education	THREE-YEAR PLAN 2025-28	✓
Contextualized ESL Programs	THREE-YEAR PLAN 2025-28	✓
Digital Literacy and Technology	THREE-YEAR PLAN 2025-28	✓
Expand OJT/WBL Opportunities	THREE-YEAR PLAN 2025-28	✓
Increased Marketing and Outreach	THREE-YEAR PLAN 2025-28	✓
Preapprenticeship	THREE-YEAR PLAN 2025-28	✓
Service Hours and Locations to meet Regional Needs	THREE-YEAR PLAN 2025-28	✓
Short-term / Long-term CTE Programs of Study	THREE-YEAR PLAN 2025-28	✓
Objective #2: Improve Integration of Services & Transitions		
Articulation Agreements: AE/CC/CTE	THREE-YEAR PLAN 2025-28	✓
Enhanced Career Pathways	THREE-YEAR PLAN 2025-28	✓
Increased Completion Rates	THREE-YEAR PLAN 2025-28	✓
Increased Course Offerings	THREE-YEAR PLAN 2025-28	✓
Increased Enrollment, Completions, Transitions	THREE-YEAR PLAN 2025-28	✓
Workforce Board Engagement	THREE-YEAR PLAN 2025-28	✓
Objective #3: Improve Effectiveness of Services		
AJCC Alignment	THREE-YEAR PLAN 2025-28	✓
Improved Data Collection	THREE-YEAR PLAN 2025-28	✓
Professional Development	THREE-YEAR PLAN 2025-28	✓
Strategic Planning	THREE-YEAR PLAN 2025-28	✓

Certification

No approver contacts.



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SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 5.2

Board Meeting Date of August 19, 2025

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: John Werner, Executive Director

APPROVED BY: John Werner, Executive Director

PRESENTED BY: John Werner, Executive Director

AGENDA TITLE: Amended SAEC Consortium Fiscal Allocation 2025/26

AGENDA SECTION:

_____Public Comment

_____Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

X Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

The SAEC Consortium Fiscal Administration Declaration (CFAD) reporting enumerates and describes required elements for allocation of funds to member districts. The CFAD is the process whereby the SAEC consortia members agree upon whether to designate a fiscal administrator or choose direct funding. Additionally, this is the process for members to agree upon their allocations for the 2025/26 fiscal year. The original SAEC CFAD 2025/26 was based on the 2025/26 Preliminary State Budget. That original CFAD described the allocation of the SAEC 2024/25 Base Fund plus an additional 2.43% as COLA. On June 15th, the final 2025/26 State Budget was signed into law. This final budget provided a final CAEP COLA of 2.3%, an actual increase of \$274,287 from the previous year. Per CAEP policy, any new COLA will be distributed to SAEC Members on a proportional basis by the CAEP Office. SAEC must now approve and submit an Amended 2025/26 CFAD to program the allocation of \$12,199,992 amongst its members. Each member representative must also approve the amendment in NOVA. The amendment is due in NOVA by September 1, 2025.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

Approve

FINANCIAL IMPACT:

\$12,199,992

ALIGNS TO SAEC IMPLEMENTATION PLAN:

The SAEC CFAD aligns the distribution of funds to the SAEC Regional Comprehensive Plan and Annual Plan.

July 10, 2025

TO: Adult Education Consortium Directors, Leads, Co-Chairs, Members, and Fiscal Representatives

FROM: California Adult Education Program (CAEP) State Leadership

Gary Adams, Dean
California Community Colleges Chancellor's Office

Carolyn Zachry, Ed.D., Director
California Department of Education

CC: Anthony Cordova, Vice Chancellor,
California Community Colleges Chancellor's Office

Dr. Mindi Parsons, Division Director
California Department of Education

RE: CAEP FY 2025-26 Final Consortium Allocations

This memorandum is to advise local recipients and fiscal agents of adult education program funds on the release of the FY 2025-26 final CAEP allocations. You may access this [link](#) to view the final allocation schedule.

Final allocation amounts from the Governor's Budget are now available in NOVA as an allocation amendment. Consortium members will have until September 1, 2025, to submit and certify their amended allocation amounts in NOVA. The CAEP State Leadership and the Technical Assistance Provider (TAP) will offer a CAEP Allocation Amendment webinar on **Monday, July 28, 2025, from 12:00 – 1:00 p.m.** to review the final allocation amounts, provide members with an overview of the NOVA process, and answer questions. You may register for this webinar through this [link](#).

State Budget Bill

The State Legislature passed the 2025-26 budget bill that provides a \$15.022 million Proposition 98 increase to support a 2.3% cost-of-living adjustment (COLA) for the California Adult Education Program. The CAEP baseline apportionment total for FY 2025-26 is now

\$668,159,000. The signed budget reflects a COLA decrease of \$849,000 from the proposed January preliminary budget of \$669,008,000.

NOVA Instructions

The 2025-26 COLA in the final budget is less than what was projected in the preliminary budget. Each consortium shall process this allocation decrease as an allocation amendment in NOVA. This requires a new allocation amount for each member as indicated in the allocation schedule, and certification in NOVA by all consortium members.

Please note that due to State Budget Bill requirements, the State CAEP Office has calculated the allocation amounts for direct-funded member districts and fiscal agents. Please see the 2025-26 allocation schedule linked earlier in this memo. These allocation amounts are the dollar amounts given to the State Controller's Office for disbursement within 45 days of the enactment of the 2025-26 State Budget. Therefore, any deviation from these amounts would not align with the amounts being disbursed. CAEP allocation amendment certification by the consortium and its members must be completed by September 1, 2025.

CAEP Funds Are Restricted Funds

CAEP funds were issued under AB104 legislation and in ARTICLE 9. Adult Education Program [84900 - 84920] of the Education Code. CAEP funds are apportionment, they are not a grant, and at this time are not subject to flexibility. CAEP funds are restricted to adults 18 years and older, can only be used in the seven CAEP approved program areas, and must have an approved regional consortium plan specific to K12 adult education and community college noncredit programs.

Technical Assistance Contact Information

For questions related to the CAEP, fiscal information, and/or technical assistance on professional development topics, please contact CAEP TAP by phone at 1- 888-827-2324 or by e-mail at tap@caladulthood.org

California Adult Education Program (CAEP)
2025-26 Final Allocation Schedule
(Revised 7/1/2025)

No.	Consortium Name	Member Name	Allocation Year	Funding Channel	Member Type	Preliminary FY25-26 Allocations	May Revise (COLA)	Final FY25-26 Allocation
1	Allan Hancock and Lompoc Unified Adult Education Consortium	Allan Hancock Joint CCD	2025-26	Direct Funding	District	\$ 880,733	\$ (1,127)	\$ 879,606
1	Allan Hancock and Lompoc Unified Adult Education Consortium	Lompoc Unified	2025-26	Direct Funding	Unified School District	\$ 1,222,880	\$ (1,551)	\$ 1,221,329
	Total					\$ 2,103,613	\$ (2,678)	\$ 2,100,935
2	Antelope Valley Regional Adult Education Consortium	Antelope Valley Union High	2025-26	Direct Funding	High School District	\$ 5,089,455	\$ (6,458)	\$ 5,082,997
3	Barstow Area Consortium for Adult Education	Barstow CCD	2025-26	Fiscal Agent	District	\$ 1,151,126	\$ (1,460)	\$ 1,149,666
4	Butte-Glenn Adult Education Consortium	Butte-Glenn CCD	2025-26	Fiscal Agent	District	\$ 2,780,313	\$ (3,528)	\$ 2,776,785
5	Greater Opportunity Through Adult Learning	Cabrillo CCD	2025-26	Direct Funding	District	\$ 530,744	\$ (674)	\$ 530,070
5	Greater Opportunity Through Adult Learning	Pajaro Valley Unified	2025-26	Direct Funding	Unified School District	\$ 3,640,230	\$ (4,620)	\$ 3,635,610
5	Greater Opportunity Through Adult Learning	Santa Cruz Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$ 176,461	\$ (224)	\$ 176,237
	Total					\$ 4,347,435	\$ (5,518)	\$ 4,341,917
6	Partnership for Adult Academic and Career Education	ABC Unified	2025-26	Direct Funding	Unified School District	\$ 10,790,474	\$ (13,694)	\$ 10,776,780
6	Partnership for Adult Academic and Career Education	Bellflower Unified	2025-26	Direct Funding	Unified School District	\$ 34,740	\$ (44)	\$ 34,696
6	Partnership for Adult Academic and Career Education	Cerritos CCD	2025-26	Direct Funding	District	\$ 620,132	\$ (787)	\$ 619,345
6	Partnership for Adult Academic and Career Education	Downey Unified	2025-26	Direct Funding	Unified School District	\$ 1,860,426	\$ (2,361)	\$ 1,858,065
6	Partnership for Adult Academic and Career Education	Norwalk-La Mirada Unified	2025-26	Direct Funding	Unified School District	\$ 5,298,495	\$ (6,724)	\$ 5,291,771
	Total					\$ 18,604,267	\$ (23,610)	\$ 18,580,657
7	Chabot-Las Positas/Mid-Alameda County Consortium	Castro Valley Unified	2025-26	Direct Funding	Unified School District	\$ 3,486,312	\$ (4,424)	\$ 3,481,888
7	Chabot-Las Positas/Mid-Alameda County Consortium	Chabot-Las Positas CCD	2025-26	Direct Funding	District	\$ 509,802	\$ (647)	\$ 509,155
7	Chabot-Las Positas/Mid-Alameda County Consortium	Dublin Unified	2025-26	Direct Funding	Unified School District	\$ 613,622	\$ (779)	\$ 612,843
7	Chabot-Las Positas/Mid-Alameda County Consortium	Hayward Unified	2025-26	Direct Funding	Unified School District	\$ 2,363,565	\$ (2,999)	\$ 2,360,566
7	Chabot-Las Positas/Mid-Alameda County Consortium	Livermore Valley Joint Unified	2025-26	Direct Funding	Unified School District	\$ 658,978	\$ (836)	\$ 658,142
7	Chabot-Las Positas/Mid-Alameda County Consortium	New Haven Unified	2025-26	Direct Funding	Unified School District	\$ 392,341	\$ (498)	\$ 391,843
7	Chabot-Las Positas/Mid-Alameda County Consortium	Pleasanton Unified	2025-26	Direct Funding	Unified School District	\$ 699,387	\$ (888)	\$ 698,499
7	Chabot-Las Positas/Mid-Alameda County Consortium	San Leandro Unified	2025-26	Direct Funding	Unified School District	\$ 2,035,630	\$ (2,583)	\$ 2,033,047
7	Chabot-Las Positas/Mid-Alameda County Consortium	San Lorenzo Unified	2025-26	Direct Funding	Unified School District	\$ 927,068	\$ (1,176)	\$ 925,892
7	Chabot-Las Positas/Mid-Alameda County Consortium	Tri-Valley ROP	2025-26	Direct Funding	Regional Occupation Center/Program (ROC/P)	\$ 39,565	\$ (50)	\$ 39,515
	Total					\$ 11,726,270	\$ (14,880)	\$ 11,711,390
8	West End Corridor/Chaffey Regional AE Consortium	Chaffey Joint Union High	2025-26	Fiscal Agent	High School District	\$ 9,143,334	\$ (11,601)	\$ 9,131,733
9	Citrus College Adult Education Consortium	Claremont Unified	2025-26	Fiscal Agent	Unified School District	\$ 5,482,210	\$ (6,955)	\$ 5,475,255
10	Coast Adult Education Consortium	Coast CCD	2025-26	Direct Funding	District	\$ 2,004,478	\$ (2,544)	\$ 2,001,934
10	Coast Adult Education Consortium	Garden Grove Unified	2025-26	Direct Funding	Unified School District	\$ 297,606	\$ (378)	\$ 297,228
10	Coast Adult Education Consortium	Huntington Beach Union High	2025-26	Direct Funding	High School District	\$ 7,162,450	\$ (9,090)	\$ 7,153,360
	Total					\$ 9,464,534	\$ (12,012)	\$ 9,452,522
11	Tri City Adult Education Consortium	Paramount Unified	2025-26	Fiscal Agent	Unified School District	\$ 7,798,997	\$ (9,895)	\$ 7,789,102
12	Contra Costa Adult Education Consortium	Acalanes Union High	2025-26	Direct Funding	High School District	\$ 727,394	\$ (923)	\$ 726,471
12	Contra Costa Adult Education Consortium	Antioch Unified	2025-26	Direct Funding	Unified School District	\$ 1,299,698	\$ (1,649)	\$ 1,298,049
12	Contra Costa Adult Education Consortium	Contra Costa CCD	2025-26	Direct Funding	District	\$ 762,962	\$ (968)	\$ 761,994
12	Contra Costa Adult Education Consortium	Contra Costa Co. Office of Education	2025-26	Direct Funding	Unified School District	\$ 1,172,594	\$ (1,488)	\$ 1,171,106
12	Contra Costa Adult Education Consortium	Liberty Union High	2025-26	Direct Funding	High School District	\$ 1,404,923	\$ (1,783)	\$ 1,403,140
12	Contra Costa Adult Education Consortium	Martinez Unified	2025-26	Direct Funding	Unified School District	\$ 2,045,130	\$ (2,595)	\$ 2,042,535
12	Contra Costa Adult Education Consortium	Mt. Diablo Unified	2025-26	Direct Funding	Unified School District	\$ 4,663,143	\$ (5,918)	\$ 4,657,225
12	Contra Costa Adult Education Consortium	Pittsburg Unified	2025-26	Direct Funding	Unified School District	\$ 3,401,958	\$ (4,317)	\$ 3,397,641
12	Contra Costa Adult Education Consortium	West Contra Costa Unified	2025-26	Direct Funding	Unified School District	\$ 3,342,245	\$ (4,241)	\$ 3,338,004
	Total					\$ 18,820,047	\$ (23,882)	\$ 18,796,165
13	Morongo Basin AEBG Consortium (Copper Mountain)	Copper Mountain CCD	2025-26	Fiscal Agent	District	\$ 1,034,308	\$ (1,312)	\$ 1,032,996
14	Desert Regional Consortium	Coachella Valley Unified	2025-26	Direct Funding	Unified School District	\$ 2,098,977	\$ (2,664)	\$ 2,096,313

California Adult Education Program (CAEP)
2025-26 Final Allocation Schedule
(Revised 7/1/2025)

14	Desert Regional Consortium	Desert CCD	2025-26	Direct Funding	District	\$	592,272	\$	(752)	\$	591,520
14	Desert Regional Consortium	Desert Sands Unified	2025-26	Direct Funding	Unified School District	\$	442,257	\$	(561)	\$	441,696
14	Desert Regional Consortium	Palm Springs Unified	2025-26	Direct Funding	Unified School District	\$	342,657	\$	(435)	\$	342,222
14	Desert Regional Consortium	Riverside Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	622,603	\$	(790)	\$	621,813
	Total					\$	4,098,766	\$	(5,202)	\$	4,093,564
15	South Bay Adult Education Consortium (El Camino)	Centinela Valley Union High	2025-26	Direct Funding	High School District	\$	594,457	\$	(754)	\$	593,703
15	South Bay Adult Education Consortium (El Camino)	El Camino CCD	2025-26	Direct Funding	District	\$	503,297	\$	(639)	\$	502,658
15	South Bay Adult Education Consortium (El Camino)	Inglewood Unified	2025-26	Direct Funding	Unified School District	\$	1,195,303	\$	(1,517)	\$	1,193,786
15	South Bay Adult Education Consortium (El Camino)	Redondo Beach Unified	2025-26	Direct Funding	Unified School District	\$	4,528,966	\$	(5,747)	\$	4,523,219
15	South Bay Adult Education Consortium (El Camino)	Torrance Unified	2025-26	Direct Funding	Unified School District	\$	6,184,775	\$	(7,849)	\$	6,176,926
	Total					\$	13,006,798	\$	(16,506)	\$	12,990,292
16	Feather River Adult Education Consortium	Feather River CCD	2025-26	Direct Funding	District	\$	269,656	\$	(342)	\$	269,314
16	Feather River Adult Education Consortium	Plumas Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	23,606	\$	(30)	\$	23,576
16	Feather River Adult Education Consortium	Plumas Unified	2025-26	Direct Funding	Unified School District	\$	432,392	\$	(549)	\$	431,843
16	Feather River Adult Education Consortium	Sierra Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	308,654	\$	(392)	\$	308,262
	Total					\$	1,034,308	\$	(1,313)	\$	1,032,995
17	Foothill De Anza / NSCCC	De Anza College	2025-26	Direct Funding	College	\$	275,233	\$	(349)	\$	274,884
17	Foothill De Anza / NSCCC	Foothill College	2025-26	Direct Funding	College	\$	275,233	\$	(349)	\$	274,884
17	Foothill De Anza / NSCCC	Fremont Union High	2025-26	Direct Funding	High School District	\$	3,738,407	\$	(4,744)	\$	3,733,663
17	Foothill De Anza / NSCCC	Mountain View-Los Altos Union High	2025-26	Direct Funding	High School District	\$	4,556,521	\$	(5,782)	\$	4,550,739
17	Foothill De Anza / NSCCC	Palo Alto Unified	2025-26	Direct Funding	Unified School District	\$	1,990,566	\$	(2,526)	\$	1,988,040
	Total					\$	10,835,960	\$	(13,750)	\$	10,822,210
18	Gavilan Regional Adult Career and Education Services	Gavilan CCD	2025-26	Fiscal Agent	District	\$	1,831,092	\$	(2,323)	\$	1,828,769
19	Glendale Community College District Regional Consortium	Glendale CCD	2025-26	Fiscal Agent	District	\$	1,359,045	\$	(1,725)	\$	1,357,320
20	San Diego East Region Adult Education	Grossmont-Cuyamaca CCD	2025-26	Fiscal Agent	District	\$	10,525,733	\$	(13,355)	\$	10,512,378
21	Salinas Valley Adult Education Consortium	Hartnell CCD	2025-26	Fiscal Agent	District	\$	4,669,861	\$	(5,925)	\$	4,663,936
22	Imperial County Adult Education Consortium	Imperial County Office of Education	2025-26	Fiscal Agent	County Office of Education (COE)	\$	2,470,857	\$	(3,135)	\$	2,467,722
23	Kern Adult Education Consortium	Delano Joint Union High	2025-26	Direct Funding	High School District	\$	1,809,002	\$	(2,296)	\$	1,806,706
23	Kern Adult Education Consortium	Inyo Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	246,153	\$	(312)	\$	245,841
23	Kern Adult Education Consortium	Kern CCD	2025-26	Direct Funding	District	\$	1,660,485	\$	(2,107)	\$	1,658,378
23	Kern Adult Education Consortium	Kern High	2025-26	Direct Funding	High School District	\$	13,744,423	\$	(17,442)	\$	13,726,981
23	Kern Adult Education Consortium	McFarland Unified	2025-26	Direct Funding	Unified School District	\$	389,078	\$	(494)	\$	388,584
23	Kern Adult Education Consortium	Mojave Unified	2025-26	Direct Funding	Unified School District	\$	385,260	\$	(489)	\$	384,771
23	Kern Adult Education Consortium	Mono Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	268,407	\$	(341)	\$	268,066
23	Kern Adult Education Consortium	Muroc Joint Unified	2025-26	Direct Funding	Unified School District	\$	195,152	\$	(248)	\$	194,904
23	Kern Adult Education Consortium	Porterville Unified	2025-26	Direct Funding	Unified School District	\$	1,932,144	\$	(2,452)	\$	1,929,692
23	Kern Adult Education Consortium	Sierra Sands Unified	2025-26	Direct Funding	Unified School District	\$	291,457	\$	(370)	\$	291,087
23	Kern Adult Education Consortium	Tehachapi Unified	2025-26	Direct Funding	Unified School District	\$	311,806	\$	(396)	\$	311,410
23	Kern Adult Education Consortium	Wasco Union High	2025-26	Direct Funding	High School District	\$	343,568	\$	(436)	\$	343,132
	Total					\$	21,576,935	\$	(27,383)	\$	21,549,552
24	ADVANCE	Lake Tahoe CCD	2025-26	Fiscal Agent	District	\$	1,137,739	\$	(1,444)	\$	1,136,295
25	Lassen-Modoc Adult Education Consortium	Lassen CCD	2025-26	Fiscal Agent	District	\$	1,194,659	\$	(1,516)	\$	1,193,143
26	Long Beach Adult Education	Long Beach CCD	2025-26	Direct Funding	District	\$	1,519,023	\$	(1,927)	\$	1,517,096
26	Long Beach Adult Education	Long Beach Unified	2025-26	Direct Funding	Unified School District	\$	1,519,023	\$	(1,927)	\$	1,517,096
	Total					\$	3,038,046	\$	(3,854)	\$	3,034,192
27	Los Angeles Regional Adult Education Consortium	Burbank Unified	2025-26	Direct Funding	Unified School District	\$	4,630,459	\$	(5,876)	\$	4,624,583
27	Los Angeles Regional Adult Education Consortium	Culver City Unified	2025-26	Direct Funding	Unified School District	\$	2,761,248	\$	(3,504)	\$	2,757,744
27	Los Angeles Regional Adult Education Consortium	Los Angeles CCD	2025-26	Direct Funding	District	\$	9,911,612	\$	(12,578)	\$	9,899,034
27	Los Angeles Regional Adult Education Consortium	Los Angeles Unified	2025-26	Direct Funding	Unified School District	\$	133,680,542	\$	(169,681)	\$	133,510,861
27	Los Angeles Regional Adult Education Consortium	Montebello Unified	2025-26	Direct Funding	Unified School District	\$	12,084,087	\$	(15,335)	\$	12,068,752
	Total					\$	163,067,948	\$	(206,974)	\$	162,860,974

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28	Capital Adult Education Regional Consortium	Sacramento County Office of Education	2025-26	Fiscal Agent	County Office of Education (COE)	\$ 14,890,055	\$ (18,893)	\$ 14,871,162
29	Marin Adult Education Program Consortium	Marin CCD	2025-26	Fiscal Agent	District	\$ 1,869,637	\$ (2,372)	\$ 1,867,265
30	Mendocino-Lake Adult And Career Education (MLACE) Consortium	Mendocino-Lake CCD	2025-26	Fiscal Agent	District	\$ 1,950,451	\$ (2,475)	\$ 1,947,976
31	Gateway Adult Education Network	Merced CCD	2025-26	Fiscal Agent	District	\$ 4,197,548	\$ (5,326)	\$ 4,192,222
32	Coastal North County Adult Education Consortium	MiraCosta CCD	2025-26	Fiscal Agent	District	\$ 1,515,303	\$ (1,923)	\$ 1,513,380
33	Monterey Peninsula CCD	Carmel Unified	2025-26	Direct Funding	Unified School District	\$ 78,882	\$ (100)	\$ 78,782
33	Monterey Peninsula CCD	Monterey Peninsula CCD	2025-26	Direct Funding	District	\$ 107,891	\$ (137)	\$ 107,754
33	Monterey Peninsula CCD	Monterey Peninsula Unified	2025-26	Direct Funding	Unified School District	\$ 1,207,157	\$ (1,532)	\$ 1,205,625
33	Monterey Peninsula CCD	Pacific Grove Unified	2025-26	Direct Funding	Unified School District	\$ 1,831,468	\$ (2,324)	\$ 1,829,144
	Total					\$ 3,225,398	\$ (4,093)	\$ 3,221,305
34	Mt. San Antonio Regional Consortium for Adult Education	Baldwin Park Unified	2025-26	Direct Funding	Unified School District	\$ 7,468,695	\$ (9,478)	\$ 7,459,217
34	Mt. San Antonio Regional Consortium for Adult Education	Bassett Unified	2025-26	Direct Funding	Unified School District	\$ 3,169,717	\$ (4,022)	\$ 3,165,695
34	Mt. San Antonio Regional Consortium for Adult Education	Charter Oak Unified	2025-26	Direct Funding	Unified School District	\$ 2,096,790	\$ (2,661)	\$ 2,094,129
34	Mt. San Antonio Regional Consortium for Adult Education	Covina-Valley Unified	2025-26	Direct Funding	Unified School District	\$ 4,345,140	\$ (5,514)	\$ 4,339,626
34	Mt. San Antonio Regional Consortium for Adult Education	Hacienda la Puente Unified	2025-26	Direct Funding	Unified School District	\$ 21,475,340	\$ (27,253)	\$ 21,448,087
34	Mt. San Antonio Regional Consortium for Adult Education	Mt. San Antonio CCD	2025-26	Direct Funding	District	\$ 1,092,910	\$ (1,387)	\$ 1,091,523
34	Mt. San Antonio Regional Consortium for Adult Education	Pomona Unified	2025-26	Direct Funding	Unified School District	\$ 2,547,670	\$ (3,233)	\$ 2,544,437
34	Mt. San Antonio Regional Consortium for Adult Education	Rowland Unified	2025-26	Direct Funding	Unified School District	\$ 2,172,082	\$ (2,756)	\$ 2,169,326
	Total					\$ 44,368,344	\$ (56,304)	\$ 44,312,040
35	Southwest Riverside Adult Education	Mt. San Jacinto CCD	2025-26	Fiscal Agent	District	\$ 6,148,673	\$ (7,801)	\$ 6,140,872
36	Napa Valley Adult Education Consortium	Calistoga Joint Unified	2025-26	Direct Funding	Unified School District	\$ 42,391	\$ (54)	\$ 42,337
36	Napa Valley Adult Education Consortium	Napa Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$ 108,478	\$ (138)	\$ 108,340
36	Napa Valley Adult Education Consortium	Napa Valley CCD	2025-26	Direct Funding	District	\$ 262,272	\$ (333)	\$ 261,939
36	Napa Valley Adult Education Consortium	Napa Valley Unified	2025-26	Direct Funding	Unified School District	\$ 3,169,662	\$ (4,022)	\$ 3,165,640
36	Napa Valley Adult Education Consortium	St. Helena Unified School District	2025-26	Direct Funding	Unified School District	\$ 30,179	\$ (38)	\$ 30,141
	Total					\$ 3,612,982	\$ (4,585)	\$ 3,608,397
37	North Orange County Regional Consortium for Adult Education (NOCRC)	North Orange County CCD	2025-26	Fiscal Agent	District	\$ 4,888,981	\$ (6,203)	\$ 4,882,778
38	Southern Alameda County Consortium (Ohlone CCD)	Fremont Unified	2025-26	Direct Funding	Unified School District	\$ 4,236,525	\$ (5,377)	\$ 4,231,148
38	Southern Alameda County Consortium (Ohlone CCD)	New Haven Unified	2025-26	Direct Funding	Unified School District	\$ 668,371.00	\$ (848)	\$ 667,523
38	Southern Alameda County Consortium (Ohlone CCD)	Newark Unified	2025-26	Direct Funding	Unified School District	\$ 257,875	\$ (327)	\$ 257,548
38	Southern Alameda County Consortium (Ohlone CCD)	Ohlone CCD	2025-26	Direct Funding	District	\$ 99,993	\$ (127)	\$ 99,866
	Total					\$ 5,262,764	\$ (6,679)	\$ 5,256,085
39	Palo Verde River Consortium	Palo Verde CCD	2025-26	Fiscal Agent	District	\$ 1,034,308	\$ (1,312)	\$ 1,032,996
40	Education to Career Network of North San Diego County (Palomar/Vista)	Vista Unified	2025-26	Fiscal Agent	Unified School District	\$ 9,976,076	\$ (12,658)	\$ 9,963,418
41	Pasadena Area Consortium	Pasadena Area CCD	2025-26	Fiscal Agent	District	\$ 1,036,723	\$ (1,316)	\$ 1,035,407
41	Pasadena Area Consortium	Pasadena Unified	2025-26	Direct Funding	Unified School District	\$ 944,632	\$ (1,199)	\$ 943,433
41	Pasadena Area Consortium	Temple City Unified	2025-26	Direct Funding	Unified School District	\$ 389,785	\$ (495)	\$ 389,290
	Total					\$ 2,371,140	\$ (3,010)	\$ 2,368,130
42	Northern Alameda Adult Education Collective	Peralta CCD	2025-26	Fiscal Agent	District	\$ 10,188,364	\$ (12,927)	\$ 10,175,437
43	Rancho Santiago Adult Education Consortium	Garden Grove Unified	2025-26	Direct Funding	Unified School District	\$ 1,956,523.00	\$ (2,483)	\$ 1,954,040
43	Rancho Santiago Adult Education Consortium	Orange Unified	2025-26	Direct Funding	Unified School District	\$ 9,057	\$ (11)	\$ 9,046
43	Rancho Santiago Adult Education Consortium	Rancho Santiago CCD	2025-26	Direct Funding	District	\$ 3,925,879	\$ (4,982)	\$ 3,920,897
	Total					\$ 5,891,459	\$ (7,476)	\$ 5,883,983
44	North Coast Adult Education Consortium	Del Norte County Unified	2025-26	Direct Funding	Unified School District	\$ 127,683	\$ (162)	\$ 127,521
44	North Coast Adult Education Consortium	Eureka City Schools	2025-26	Direct Funding	Unified School District	\$ 368,864	\$ (468)	\$ 368,396
44	North Coast Adult Education Consortium	Redwoods CCD	2025-26	Direct Funding	District	\$ 922,159	\$ (1,170)	\$ 920,989
	Total					\$ 1,418,706	\$ (1,800)	\$ 1,416,906
45	Rio Hondo Region Adult Education Consortium	El Monte Union High	2025-26	Direct Funding	High School District	\$ 12,652,250	\$ (16,056)	\$ 12,636,194

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45	Rio Hondo Region Adult Education Consortium	El Rancho Unified	2025-26	Direct Funding	Unified School District	\$	1,008,941	\$	(1,280)	\$	1,007,661
45	Rio Hondo Region Adult Education Consortium	Rio Hondo CCD	2025-26	Direct Funding	District	\$	837,167	\$	(1,062)	\$	836,105
45	Rio Hondo Region Adult Education Consortium	Tri-Cities ROP	2025-26	Direct Funding	Regional Occupation Center/Program (ROC/P)	\$	75,414	\$	(96)	\$	75,318
45	Rio Hondo Region Adult Education Consortium	Whittier Union High	2025-26	Direct Funding	High School District	\$	3,709,453	\$	(4,707)	\$	3,704,746
	Total					\$	18,283,225	\$	(23,201)	\$	18,260,024
46	About Students Regional Consortium, Riverside	Alvord Unified	2025-26	Direct Funding	Unified School District	\$	524,213	\$	(665)	\$	523,548
46	About Students Regional Consortium, Riverside	Corona-Norco Unified	2025-26	Direct Funding	Unified School District	\$	1,822,103	\$	(2,312)	\$	1,819,791
46	About Students Regional Consortium, Riverside	Jurupa Unified	2025-26	Direct Funding	Unified School District	\$	1,366,761	\$	(1,734)	\$	1,365,027
46	About Students Regional Consortium, Riverside	Moreno Valley Unified	2025-26	Direct Funding	Unified School District	\$	1,415,363	\$	(1,796)	\$	1,413,567
46	About Students Regional Consortium, Riverside	Riverside CCD	2025-26	Direct Funding	District	\$	690,201	\$	(876)	\$	689,325
46	About Students Regional Consortium, Riverside	Riverside Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	434,916.00	\$	(552)	\$	434,364
46	About Students Regional Consortium, Riverside	Riverside Unified	2025-26	Direct Funding	Unified School District	\$	3,369,889	\$	(4,277)	\$	3,365,612
46	About Students Regional Consortium, Riverside	Val Verde Unified	2025-26	Direct Funding	Unified School District	\$	882,174	\$	(1,120)	\$	881,054
	Total					\$	10,505,620	\$	(13,332)	\$	10,492,288
47	Inland Adult Education Consortium	San Bernardino CCD	2025-26	Fiscal Agent	District	\$	13,328,639	\$	(16,912)	\$	13,311,727
48	San Diego Adult Education Regional Consortium	San Diego CCD	2025-26	Direct Funding	District	\$	4,460,681	\$	(5,661)	\$	4,455,020
48	San Diego Adult Education Regional Consortium	San Diego Unified	2025-26	Direct Funding	Unified School District	\$	1,486,894	\$	(1,887)	\$	1,485,007
	Total					\$	5,947,575	\$	(7,548)	\$	5,940,027
49	San Francisco Adult Education Consortium	San Francisco CCD	2025-26	Direct Funding	District	\$	4,413,516	\$	(5,601)	\$	4,407,915
49	San Francisco Adult Education Consortium	San Francisco Unified	2025-26	Direct Funding	Unified School District	\$	490,391	\$	(622)	\$	489,769
	Total					\$	4,903,907	\$	(6,223)	\$	4,897,684
50	San Joaquin Adult Education Consortium (SJAEC)	Calaveras Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	78,343	\$	(99)	\$	78,244
50	San Joaquin Adult Education Consortium (SJAEC)	Lincoln Unified	2025-26	Direct Funding	Unified School District	\$	145,952	\$	(185)	\$	145,767
50	San Joaquin Adult Education Consortium (SJAEC)	Lodi Unified	2025-26	Direct Funding	Unified School District	\$	1,967,215	\$	(2,497)	\$	1,964,718
50	San Joaquin Adult Education Consortium (SJAEC)	Manteca Unified	2025-26	Direct Funding	Unified School District	\$	1,863,677	\$	(2,365)	\$	1,861,312
50	San Joaquin Adult Education Consortium (SJAEC)	River Delta Joint Unified	2025-26	Direct Funding	Unified School District	\$	109,398	\$	(139)	\$	109,259
50	San Joaquin Adult Education Consortium (SJAEC)	San Joaquin Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$	70,576	\$	(90)	\$	70,486
50	San Joaquin Adult Education Consortium (SJAEC)	San Joaquin Delta CCD	2025-26	Direct Funding	District	\$	568,268	\$	(721)	\$	567,547
50	San Joaquin Adult Education Consortium (SJAEC)	Stockton Unified	2025-26	Direct Funding	Unified School District	\$	4,294,749	\$	(5,450)	\$	4,289,299
50	San Joaquin Adult Education Consortium (SJAEC)	Tracy Joint Unified	2025-26	Direct Funding	Unified School District	\$	1,525,995	\$	(1,937)	\$	1,524,058
	Total					\$	10,624,173	\$	(13,483)	\$	10,610,690
51	South Bay Consortium for Adult Education	Campbell Union High	2025-26	Direct Funding	High School District	\$	4,481,900	\$	(5,688)	\$	4,476,212
51	South Bay Consortium for Adult Education	East Side Union High	2025-26	Direct Funding	High School District	\$	8,530,465	\$	(10,826)	\$	8,519,639
51	South Bay Consortium for Adult Education	Metropolitan Education District	2025-26	Direct Funding	Regional Occupation Center/Program (ROC/P)	\$	3,344,279	\$	(4,244)	\$	3,340,035
51	South Bay Consortium for Adult Education	Milpitas Unified	2025-26	Direct Funding	Unified School District	\$	1,104,062	\$	(1,401)	\$	1,102,661
51	South Bay Consortium for Adult Education	San Jose-Evergreen CCD	2025-26	Direct Funding	District	\$	1,466,094	\$	(1,861)	\$	1,464,233
51	South Bay Consortium for Adult Education	Santa Clara Unified	2025-26	Direct Funding	Unified School District	\$	2,663,847	\$	(3,381)	\$	2,660,466
51	South Bay Consortium for Adult Education	West Valley-Mission CCD	2025-26	Direct Funding	District	\$	564,583	\$	(716)	\$	563,867
	Total					\$	22,155,230	\$	(28,117)	\$	22,127,113
52	San Luis Obispo County Adult Education Consortium	Lucia Mar Unified	2025-26	Direct Funding	Unified School District	\$	568,980	\$	(722)	\$	568,258
52	San Luis Obispo County Adult Education Consortium	San Luis Coastal Unified	2025-26	Direct Funding	Unified School District	\$	561,183	\$	(712)	\$	560,471
52	San Luis Obispo County Adult Education Consortium	San Luis Obispo County CCD	2025-26	Direct Funding	District	\$	498,080	\$	(632)	\$	497,448
52	San Luis Obispo County Adult Education Consortium	Templeton Unified	2025-26	Direct Funding	Unified School District	\$	151,263	\$	(192)	\$	151,071
	Total					\$	1,779,506	\$	(2,258)	\$	1,777,248
53	San Mateo County Consortium for Adult & Career Education	Cabrillo Unified	2025-26	Direct Funding	Unified School District	\$	428,674	\$	(544)	\$	428,130
53	San Mateo County Consortium for Adult & Career Education	Jefferson Union High	2025-26	Direct Funding	High School District	\$	1,828,506	\$	(2,320)	\$	1,826,186
53	San Mateo County Consortium for Adult & Career Education	San Mateo County CCD	2025-26	Direct Funding	District	\$	635,763	\$	(807)	\$	634,956
53	San Mateo County Consortium for Adult & Career Education	San Mateo Union High	2025-26	Direct Funding	High School District	\$	5,942,857	\$	(7,542)	\$	5,935,315
53	San Mateo County Consortium for Adult & Career Education	Sequoia Union High	2025-26	Direct Funding	High School District	\$	1,967,209	\$	(2,496)	\$	1,964,713
53	San Mateo County Consortium for Adult & Career Education	South San Francisco Unified	2025-26	Direct Funding	Unified School District	\$	1,390,713	\$	(1,765)	\$	1,388,948
	Total					\$	12,193,722	\$	(15,474)	\$	12,178,248
54	Santa Barbara Adult Education Consortium	Santa Barbara CCD	2025-26	Fiscal Agent	District	\$	1,034,308	\$	(1,312)	\$	1,032,996
55	Santa Clarita Valley Adult Education Consortium	Santa Clarita CCD	2025-26	Direct Funding	District	\$	500,389	\$	(635)	\$	499,754
55	Santa Clarita Valley Adult Education Consortium	William S. Hart Union High	2025-26	Direct Funding	High School District	\$	1,141,605	\$	(1,449)	\$	1,140,156
	Total					\$	1,641,994	\$	(2,084)	\$	1,639,910

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56	Santa Monica Regional Consortium for Adult Education	Santa Monica CCD	2025-26	Direct Funding	District	\$ 587,581	\$ (746)	\$ 586,835
56	Santa Monica Regional Consortium for Adult Education	Santa Monica-Malibu Unified	2025-26	Direct Funding	Unified School District	\$ 853,680	\$ (1,083)	\$ 852,597
	Total					\$ 1,441,261	\$ (1,829)	\$ 1,439,432
57	Sequoias Adult Education Consortium (SAEC)	Corcoran Joint Unified	2025-26	Direct Funding	Unified School District	\$ 299,927	\$ (381)	\$ 299,546
57	Sequoias Adult Education Consortium (SAEC)	Cutler-Orosi Joint Unified	2025-26	Direct Funding	Unified School District	\$ 317,990	\$ (404)	\$ 317,586
57	Sequoias Adult Education Consortium (SAEC)	Farmersville Unified	2025-26	Direct Funding	Unified School District	\$ 71,876	\$ (91)	\$ 71,785
57	Sequoias Adult Education Consortium (SAEC)	Hanford Joint Union High	2025-26	Direct Funding	High School District	\$ 892,584	\$ (1,133)	\$ 891,451
57	Sequoias Adult Education Consortium (SAEC)	Lindsay Unified	2025-26	Direct Funding	Unified School District	\$ 114,110	\$ (145)	\$ 113,965
57	Sequoias Adult Education Consortium (SAEC)	Sequoias CCD	2025-26	Direct Funding	District	\$ 244,308	\$ (310)	\$ 243,998
57	Sequoias Adult Education Consortium (SAEC)	Tulare Joint Union High	2025-26	Direct Funding	High School District	\$ 3,701,934	\$ (4,698)	\$ 3,697,236
57	Sequoias Adult Education Consortium (SAEC)	Visalia Unified	2025-26	Direct Funding	Unified School District	\$ 6,572,766	\$ (8,341)	\$ 6,564,425
	Total					\$ 12,215,495	\$ (15,503)	\$ 12,199,992
58	Shasta-Tehama-Trinity Adult Education Consortium	Shasta-Tehama-Trinity Joint CCD	2025-26	Fiscal Agent	District	\$ 1,419,228	\$ (1,801)	\$ 1,417,427
59	Sierra Joint Consortium	Roseville Joint Union High	2025-26	Fiscal Agent	High School District	\$ 4,263,901	\$ (5,410)	\$ 4,258,491
60	Solano Adult Education Consortium	Benicia Unified	2025-26	Direct Funding	Unified School District	\$ 191,593	\$ (243)	\$ 191,350
60	Solano Adult Education Consortium	Fairfield-Suisun Unified	2025-26	Direct Funding	Unified School District	\$ 2,088,682	\$ (2,651)	\$ 2,086,031
60	Solano Adult Education Consortium	Solano CCD	2025-26	Direct Funding	District	\$ 47,216	\$ (60)	\$ 47,156
60	Solano Adult Education Consortium	Solano Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$ 27,444	\$ (35)	\$ 27,409
60	Solano Adult Education Consortium	Vacaville Unified	2025-26	Direct Funding	Unified School District	\$ 613,332	\$ (778)	\$ 612,554
60	Solano Adult Education Consortium	Vallejo City Unified	2025-26	Direct Funding	Unified School District	\$ 2,028,168	\$ (2,574)	\$ 2,025,594
	Total					\$ 4,996,435	\$ (6,341)	\$ 4,990,094
61	Sonoma County Adult Education Consortium	Petaluma Joint Union High	2025-26	Direct Funding	High School District	\$ 1,718,169	\$ (2,181)	\$ 1,715,988
61	Sonoma County Adult Education Consortium	Sonoma Co. Office of Education	2025-26	Direct Funding	County Office of Education (COE)	\$ 249,183	\$ (316)	\$ 248,867
61	Sonoma County Adult Education Consortium	Sonoma County CCD	2025-26	Direct Funding	District	\$ 1,256,231	\$ (1,594)	\$ 1,254,637
	Total					\$ 3,223,583	\$ (4,091)	\$ 3,219,492
62	South Orange County Regional Consortium (SOCRC)	College and Career Advantage	2025-26	Direct Funding	Regional Occupation Center/Program (ROC/P)	\$ 523,246	\$ (664)	\$ 522,582
62	South Orange County Regional Consortium (SOCRC)	Irvine Unified	2025-26	Direct Funding	Unified School District	\$ 637,209	\$ (809)	\$ 636,400
62	South Orange County Regional Consortium (SOCRC)	Irvine Valley College	2025-26	Direct Funding	College	\$ 582,678	\$ (739)	\$ 581,939
62	South Orange County Regional Consortium (SOCRC)	Laguna Beach Unified	2025-26	Direct Funding	Unified School District	\$ 139,695	\$ (177)	\$ 139,518
62	South Orange County Regional Consortium (SOCRC)	Saddleback College	2025-26	Direct Funding	College	\$ 3,134,576	\$ (3,978)	\$ 3,130,598
62	South Orange County Regional Consortium (SOCRC)	Tustin Unified	2025-26	Direct Funding	Unified School District	\$ 1,109,600	\$ (1,408)	\$ 1,108,192
	Total					\$ 6,127,004	\$ (7,775)	\$ 6,119,229
63	South Bay Adult Education Consortium/Southwestern	Sweetwater Union High	2025-26	Fiscal Agent	High School District	\$ 18,369,535	\$ (23,308)	\$ 18,346,227
64	State Center Adult Education Consortium	State Center CCD	2025-26	Fiscal Agent	District	\$ 19,110,548	\$ (24,248)	\$ 19,086,300
65	Ventura County Adult Education Consortium	Conejo Valley Unified	2025-26	Direct Funding	Unified School District	\$ 1,811,240	\$ (2,299)	\$ 1,808,941
65	Ventura County Adult Education Consortium	Fillmore Unified	2025-26	Direct Funding	Unified School District	\$ 707,211	\$ (897)	\$ 706,314
65	Ventura County Adult Education Consortium	Moorpark Unified	2025-26	Direct Funding	Unified School District	\$ 491,619	\$ (624)	\$ 490,995
65	Ventura County Adult Education Consortium	Ojai Unified	2025-26	Direct Funding	Unified School District	\$ 438,070	\$ (556)	\$ 437,514
65	Ventura County Adult Education Consortium	Oxnard Union High	2025-26	Direct Funding	High School District	\$ 3,564,096	\$ (4,523)	\$ 3,559,573
65	Ventura County Adult Education Consortium	Santa Paula Unified	2025-26	Direct Funding	Unified School District	\$ 447,371	\$ (568)	\$ 446,803
65	Ventura County Adult Education Consortium	Simi Valley Unified	2025-26	Direct Funding	Unified School District	\$ 6,404,763	\$ (8,128)	\$ 6,396,635
65	Ventura County Adult Education Consortium	Ventura Unified	2025-26	Direct Funding	Unified School District	\$ 5,391,107	\$ (6,842)	\$ 5,384,265
	Total					\$ 19,255,477	\$ (24,437)	\$ 19,231,040
66	Victor Valley Adult Education Regional Consortium	Victor Valley CCD	2025-26	Fiscal Agent	District	\$ 2,768,777	\$ (3,513)	\$ 2,765,264
67	West Hills College Consortium	West Hills CCD	2025-26	Fiscal Agent	District	\$ 1,415,996	\$ (1,797)	\$ 1,414,199
68	West Kern Consortium	West Kern CCD	2025-26	Fiscal Agent	District	\$ 1,034,308	\$ (1,312)	\$ 1,032,996
69	Yosemite (Stanislaus Mother Lode) Consortium	Yosemite CCD	2025-26	Fiscal Agent	District	\$ 5,548,231	\$ (7,040)	\$ 5,541,191
70	North Central Adult Education Consortium (Yuba)	Sutter County Office of Education	2025-26	Fiscal Agent	County Office of Education (COE)	\$ 4,011,036	\$ (5,090)	\$ 4,005,946
71	Adult Education Pathways	Siskiyou Co. Office of Education	2025-26	Fiscal Agent	County Office of Education (COE)	\$ 1,205,441	\$ (1,530)	\$ 1,203,911

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 5.3

Board Meeting Date of August 19, 2025

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: John Werner, Executive Director

APPROVED BY: John Werner, Executive Director

PRESENTED BY: John Werner, Executive Director

AGENDA TITLE: SAEC Amended Memorandum of Understanding 2025/28

AGENDA SECTION:

_____ Public Comment

_____ Information Items: Public Interest Announcements/ Reports/Review/Status
Updates/Recognitions/Board Discussion

 X Action Items: Board Discussion/Action

BACKGROUND/SUMMARY:

The Sequoias Adult Education Consortium, formed in 2015 and in accordance with California Adult Education Program policies and applicable state laws, develops regional plans to improve the delivery of adult education in the legislated program areas and to address existing gaps in programs and services. 2025/26 will be the eleventh year the consortium will receive funding. Each funding year requires the consortium to renew its MOU to reflect the agreed upon participation and principles for governance. The 2025/28 SAEC Amended MOU will be in force from July 1, 2025 through June 30, 2028 and will supersede previous MOUs. Member LEA Boards will need to take action to approve the MOU after the SAEC Board has taken action to approve it. Once the Local LEA Board has approved the MOU, the Local LEA Board President and the LEA Superintendent (or lead administrative officer from the LEA to SAEC) must sign the MOU and return a signed copy to the SAEC Executive Director.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

The MOU stands as evidence that the SAEC Members intend to work together toward the mutual goal of collaborating to form the Sequoias Adult Education Consortium and implement the SAEC Regional Three Year Plan.

AMENDED MEMORANDUM OF UNDERSTANDING 2025-28
SEQUOIAS ADULT EDUCATION CONSORTIUM

This Memorandum of Understanding shall stand as evidence that the following districts intend to work together toward the mutual goal of collaborating to meet the goals of the Sequoias Adult Education Consortium (SAEC), hereafter referred to as the Consortium or SAEC, interchangeably, to improve the delivery of adult education in the Sequoias Adult Education Consortium Region. This agreement is entered into between the following School Districts, hereafter referred to as MEMBERS.

- Alpaugh Unified School District
 - College of the Sequoias
 - Corcoran Joint Unified School District
 - Cutler-Orosi Joint Unified School District
 - Exeter Unified School District
 - Farmersville Unified School District
 - Hanford Joint Union High School District
 - Lindsay Unified School District
 - Tulare Joint Union School District
 - Visalia Unified School District
 - Woodlake Unified School District
1. Visalia Unified School District shall serve as the Consortium Fiscal Coordinator of California Adult Education Program (CAEP) funds received by the Consortium and/or its members, hereafter referred to as FISCAL COORDINATOR.
 2. Term: The term of this MOU shall become effective as of July 1, 2025 and shall expire June 30, 2025 and shall apply to the 2025-2026 fiscal year allocations (California Adult Education Program Year 11).
 3. Cost of Services: The MEMBER shall be directly apportioned the sum declared in the SAEC Fiscal Administration Declaration as approved by the Sequoias Adult Education Consortium Board for the current program year and in accordance with Sections 84900-84920 of the California Education Code. Funds provided under this agreement shall be used in accordance with applicable laws and the provisions herein.
 4. Leveraging of Regional Resources: MEMBERS agree to disclose amounts received from other resources that may be used to address the California Adult Education Program and current or applicable Sequoias Adult Education Consortium Three Year Plan program areas and objectives. Furthermore, MEMBERS agree to leverage resources, in addition to any CAEP funds they may receive, to enhance the region's adult education delivery system and to do so in a coordinated effort with the Consortium. Additionally, there are several small districts that at one time offered Adult Education programs, but due to decreases in funding, were eliminated. This left geographic gaps in the offerings of Adult Education. To address this gap in service provision, MEMBER districts without adult schools (BENEFICIARY MEMBER) will contract with MEMBER districts that have adult schools (PROVIDER MEMBER) to provide courses at school sites such as elementary, middle, and high schools for the adults in the BENEFICIARY MEMBER's

community. This strategy leverages existing resources such as the administrative capacity of existing Adult Education programs and trained teachers from existing programs. Also, resources (e.g. classroom space, meeting space, computers, internet access, locally controlled funds, and support staff, other services such as after school programs that could provide childcare) that BENEFICIARY MEMBER districts without adult schools have to offer will be leveraged to support the provision of Adult Education. Furthermore, PROVIDER MEMBERS with adult schools agree to guarantee a portion of their AEBG allocation and related portion of their WIOA Title II: AEFLA grant funds (supplemental funding and to be determined in accordance with WIOA Title II: AEFLA funding award timelines) to service delivery on behalf of the BENEFICIARY MEMBER(S). To date, the following resources have been and will continue to be leveraged and will continue at the levels of effort as described below:

PROVIDER MEMBER Cutler-Orosi Joint Unified School District will provide adult education services to BENEFICIARY MEMBER Woodlake Unified School District. Cutler-Orosi Joint Unified School District, in good faith, guarantees the use of \$64,426 in 2025-2026 of their total CAEP allocation to provide adult education services in Woodlake.

PROVIDER MEMBER Corcoran Joint Unified School District will provide adult education services to BENEFICIARY MEMBER Alpaugh Unified School District. Corcoran Joint Unified School District, in good faith, guarantees the use of \$19,215 in 2025-2026 of their total CAEP allocation to provide adult education services in Alpaugh.

PROVIDER MEMBER Visalia Unified School District will provide adult education services to BENEFICIARY MEMBER Exeter Unified School District. Visalia Unified School District, in good faith, guarantees the use of \$48,423 in 2025-2026 of their total CAEP allocation to provide adult education services in Exeter.

Any portion of unspent funds held by a PROVIDER MEMBER for the provision of services to a BENEFICIARY MEMBER shall continue to be held until December of the following fiscal year for the benefit of the BENEFICIARY MEMBER. In the event that funds (effort) cannot be fully expended by December of the following fiscal year to the benefit of the BENEFICIARY MEMBER by a PROVIDER MEMBER, and after both MEMBERS have agreed upon a plan of action that will provide relief to the PROVIDER DISTRICT, with the guidance of the Consortium Director, and with full disclosure during a Consortium Board Meeting, the PROVIDER MEMBER may leverage those funds in another manner consistent to the goals of the CAEP, applicable laws, policies, and the SAEC plans.

Carry-Over:

In accordance with Sections 84901 and 84914, Sequoias Adult Education Consortium shall follow state law and policies in its treatment of carry-over from one fiscal year to the next as follows:

(a) As a condition of receipt of an apportionment from the program, a consortium shall approve a distribution schedule that includes both of the following:

(1) The amount of funds to be distributed to each member of the consortium for that fiscal year.

- (2) A narrative justifying how the planned allocations are consistent with the adult education plan.
- (b) (1) For any fiscal year for which the chancellor and the Superintendent allocate an amount of funds to the consortium greater than the amount allocated in the prior fiscal year, the amount of funds to be distributed to a member of that consortium shall be equal to or greater than the amount distributed in the prior fiscal year, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced:
- (A) The member no longer wishes to provide services consistent with the adult education plan.
 - (B) The member cannot provide services that address the needs identified in the adult education plan.
 - (C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan, including having excessive carryover for at least two consecutive fiscal years beginning with the 2022–23 fiscal year, and each fiscal year thereafter, and reasonable interventions have not resulted in improvements.
- (2) For any fiscal year for which the chancellor and the Superintendent allocate an amount of funds to the consortium less than the amount allocated in the prior fiscal year, the amount of funds to be distributed to a member of that consortium shall not be reduced by a percentage greater than the percentage by which the total amount of funds allocated to the consortium decreased, unless the consortium makes at least one of the following findings related to the member for which the distribution would be reduced further:
- (A) The member no longer wishes to provide services consistent with the adult education plan.
 - (B) The member cannot provide services that address the needs identified in the adult education plan.
 - (C) The member has been ineffective in providing services that address the needs identified in the adult education plan, including having excessive carryover for at least two consecutive fiscal years beginning with the 2022–23 fiscal year, and each fiscal year thereafter, and reasonable interventions have not resulted in improvements.
- (c) A distribution schedule shall also include preliminary projections of the amount of funds that would be distributed to each member of the consortium in each of the subsequent two fiscal years. The preliminary projections shall not constitute a binding commitment of funds.
- (d) (1) For purposes of this section, a finding made by a consortium shall require a majority vote of its membership.
- (2) A consortium that makes a finding by majority vote pursuant to subparagraph (C) of paragraph (1) of subdivision (b) or subparagraph (C) of paragraph (2) of subdivision (b) based on a member having excessive (more than 20%) carryover for at least two consecutive fiscal years may reduce the member's allocation by no more than the amount of the member's carryover.
- (C) The member has been consistently ineffective in providing services that address the needs identified in the adult education plan, including having excessive (more than 20%) carryover for at least two consecutive fiscal years beginning with the 2022–23 fiscal year, and each fiscal year thereafter, and reasonable interventions have not resulted in improvements.
- (D) The excessive carry over rule shall not apply to any SAEC member whose allocation is less than one (1) percent (1.0%) of the consortium total allocation.

(e) (1) A consortium with carryover from one or more prior fiscal years exceeding 20 percent shall be required to submit a written expenditure plan, including future corrective actions to reduce the consortium's carryover to below 20 percent, to the chancellor and the Superintendent.

(2) For each fiscal year that a consortium has a carryover of more than 20 percent, the chancellor and the Superintendent shall prescribe and assign technical assistance to that consortium to ensure that adequate adult education services are provided to the region in proportion to the region's available funding.

(3) The chancellor and the Superintendent shall ensure that the consortium funding remains dedicated to that consortium's region.

5. Eligible Member: A MEMBER is a member in good standing, as defined by California Education Code Sections 84900-84920 and the SAEC Governance Document, of the Consortium and agrees to maintain its membership and participation in the Consortium. Failure to maintain its membership in the consortium and demonstrate effectiveness will result in a loss of funding and membership status. In signing this Memorandum of Understanding, the Member understands that member status in the Consortium and funding may be terminated for failure to demonstrate effectiveness as described herein, in Education Code Section 84900-84920, and in the SAEC Governance Document. This MOU shall serve as first notice.
6. General: The Sequoias Adult Education Consortium has been formed, in accordance with Sections 84900-84920 of the California Education Code to develop a regional plan to improve the delivery of adult education and address existing gaps in programs and services. Funds apportioned shall be used only for supporting the following adult education programs designed for adult education students in the following areas:
 - A. Programs in elementary and secondary basic skills, including programs leading to a high school diploma or high school equivalency certificate.
 - B. Programs for immigrants eligible for educational services in citizenship, English as a second language, and workforce preparation.
 - C. Programs for adults, including, but not limited to, older adults, that are primarily related to entry or reentry into the workforce.
 - D. Programs for adults, including, but not limited to, older adults, that are primarily designed to develop knowledge and skills to assist elementary and secondary school children to succeed academically in school.
 - E. Programs for adults with disabilities.
 - F. Programs in career technical education that are short term in nature and have high employment potential.
 - G. Programs offering pre apprenticeship training activities conducted in coordination with one or more apprenticeship programs approved by the Division of Apprenticeship Standards for the occupation and geographic area.
7. Mutuality, Shared Leadership, and Collaboration: The Consortium's governance and decision-making processes are based on recognition of and respect for the interrelationships of the districts and their constituent groups. The commitment to this principle is demonstrated in the following ways:
 - Members of the Consortium publicly acknowledge the importance of participatory governance and the rewards to all for collaborative participation.

- Members will vote to select co-chairs annually for the Consortium Board to ensure shared leadership between the Community College system and the K-12 Education system.
 - Members agree to participate and provide input throughout the implementation process to ensure shared leadership.
8. Member Role and Participation: This principle supports the use of democratic processes to ensure that the voices of all MEMBERS are included. Any MEMBER of the consortium can bring items and issues to the consortium as a whole. In order for this principle to be fully implemented, all members of the consortium are asked to fulfill the following responsibilities of Consortium membership:
- Each MEMBER Board of Education will designate a voting representative to the Consortium Board and ensure attendance at and participation at regular Consortium meetings. Each MEMBER district with fewer than 5,000 students will be allowed one vote. Each MEMBER district with more than 5,000 students will be allowed 2 votes. A simple majority of MEMBERS present constitutes a quorum. All issues to be voted on shall be decided by a simple majority of those present at the meeting in which the vote takes place.
 - Only the designated representative officially appointed by Member District Governing Board through action may represent the interests of that Member District. Proxy voting and alternate designees are not permissible. Member District designated representatives must be present to cast a vote in SAEC decisions. Member District designated representatives must act in accordance with the Brown Act and all applicable laws with regards to SAEC business and decisions.
 - MEMBERS will vote on items concerning fiscal and implementation decisions.
 - Each MEMBER will provide data and information relevant to adult education as needed for the implementation, assessment, and revision of a regional plan and annual plans.
 - Each MEMBER will agree to participate as necessary in the implementation process including participation as needed in sub-groups and or committees.
 - MEMBERS agree that in the interest of the Consortium and key stakeholders they will function as a team member with other MEMBERS of the group, follow through on tasks, report meeting outcomes back to key stakeholders within their organizations, work toward common understanding and consensus in an atmosphere of respect, support the implementation of recommendations once group consensus is reached, and welcome change and innovation.
9. Community Partnerships: Partner organizations identified by the Consortium through an application process will be invited to participate in Consortium meetings and activities. They are recognized as valuable stakeholders and partners in the implementation of educational services for Adults. Partnership does not convey monetary, in-kind contribution, legal, or liability obligations between the Sequoias Adult Education Consortium, its Board, its members, or other Partners and nothing in the Partnership Agreement shall be construed to indicate such. Specifically, the Partnership relationship or a Partnership agreement does not express, imply, convey, insure, or otherwise establish an exclusive partnership agreement between SAEC, its members, partners, and/or any organization, entity, or agency. The SAEC Partners agree to indemnify, defend, and hold harmless the Sequoias Adult Education Consortium, its Board, and its members in any action arising against the Partner. The SAEC Board reserves the right to terminate any partnership(s) at any

time without cause. Termination of partnership(s) will be effective immediately upon SAEC Board action. Partners reserve the right to terminate partnership without cause and such termination shall be effective immediately upon delivery of either written or verbal notice by the Partner to the SAEC Board at a regularly scheduled SAEC Board meeting.

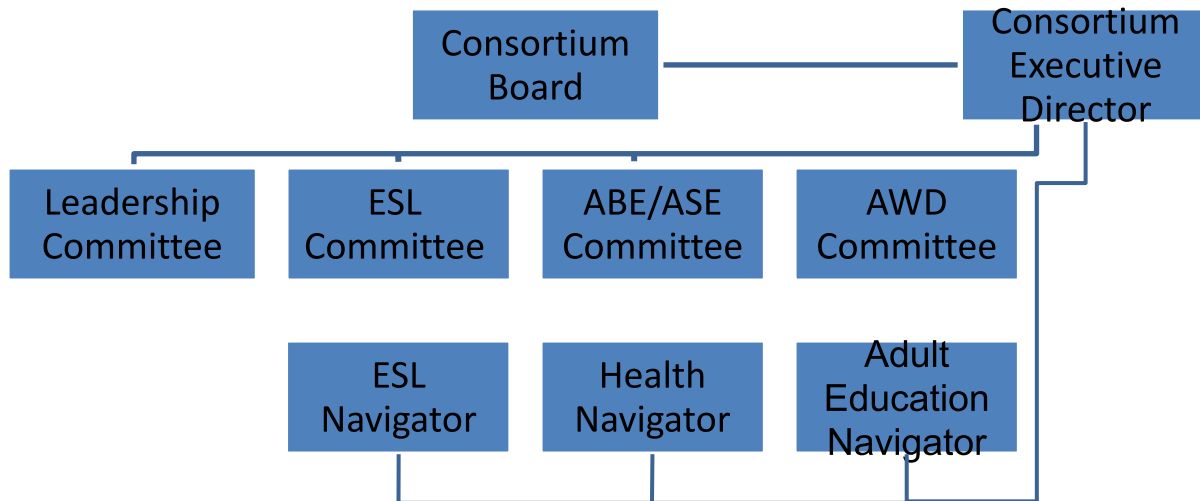
10. Committees: The SAEC Executive Director may create committees as needed which may serve in an advisory capacity to the Executive Director. In addition to the Leadership Committee, additional committees based on current program areas and as advisory to the SAEC Executive Director provide input, perspective, and guidance to the Executive Director. The three current committees are the Adults with Disabilities Committee, the Adult Basic Education/Adult Secondary Education ABE/ASE Committee, and the English as a Second Language (ESL) Committee. Additional committees may be added as needed. These committees are comprised of and open to educators, industry experts, partner representatives, and other representatives from all stakeholders with an interest in promoting adult education efforts in the region.
11. Transparency: The Consortium values transparency and strives to maintain an open and honest approach to decision-making, operations and communication. Everyone who will be impacted by a decision is encouraged to be involved in shaping the recommendation. The commitment to this principle is demonstrated by adherence to the Brown Act.
12. Fiscal Administration of Consortium: SAEC utilizes a direct funding model in accordance with Sections 84900-84920 of the California Education Code. Each year the SAEC Board takes public action to approve the Consortium Fiscal Administration Declaration which declares direct funding levels received by MEMBERS on a yearly basis.

Fiscal Coordinator Role and Responsibilities: The Fiscal Coordinator (FC) will be identified to the State as the fiscal coordinator on behalf of the Sequoias Adult Education Consortium. The Fiscal Coordinator shall be responsible for the submission of the Consortium Fiscal Administration Declaration (CFAD) to the California Community College Chancellor's Office according to an allocation schedule recommended by the Consortium Executive Director and approved by the Consortium Board. The Fiscal Coordinator shall not amend the CFAD approved by the Consortium Board. The Fiscal Coordinator will be responsible for:

- Acting as the employer of record for all consortium staff which will implement the Regional Integrated Service Delivery System (RISDS).
- Contracting and coordinating with MEMBER districts to maintain the governance structure and systems of the Consortium through the RISDS strategy.
- Fiscal reporting to the State as required by the CAEP
- Compliance with State requirements for administration of the CAEP

The Fiscal Coordinator shall receive in its allocation and hold separate from its regular adult education program, and from other funds, \$746,254 for the implementation of the Regional Integrated Service Delivery System and the maintenance of Consortium staff. The Consortium Executive Director shall determine the annual budget for this amount in accordance with the SAEC Regional Plan, the SAEC Annual Plans and applicable laws.

13. Organizational Structure and Staffing:



Consortium Executive Director: The Consortium Executive Director is employed by the Fiscal Coordinator based upon the recommendation of the Consortium Board. The Executive Director reports to the Consortium Board and has day-to-day responsibilities for the organization, including carrying out the organization's goals and policies. The Executive Director will attend all board meetings, report on the progress of the organization, answer questions of the board members and carry out the duties described in the job description. The board can designate other duties as necessary.

Adult Education Navigators: The Adult Education Navigators are hired by the Fiscal Coordinator and supervised by the Consortium Executive Director. Each Navigator will have specialty knowledge in a Program Area. The Navigators will be well-trained and have a strong understanding of the Adult Education programs at both the SAEC Adult Schools and COS as well as the resources available at Partner organizations. These Navigators would be charged with representing the SAEC at regional locations and would be tasked with managing Program Area collaboration in all seven Program Areas as well as acting as liaisons between all agencies.

14. Allowable Expenses: Funds may only be expended on allowable costs as defined in Sections 84900-84920 of the California Education Code, and in accordance with the Sequoias Adult Education Consortium Regional Plan (Consortium Three Year Plan) and the Sequoias Adult Education Consortium Annual Plan for the 2025-2026 program year. Failure to comply with the provisions of this MOU, applicable laws, and the Consortium Plans may result in the reduction of funding to the MEMBER, loss of funding to the MEMBER, and/or the reallocation of a portion or all of the MEMBER'S funds to other SAEC MEMBERS. A reduction, loss, or reallocation of funding shall affect only the current fiscal year unless a permanent reduction, loss, or reallocation is determined

appropriate by the SAEC Board. All changes to MEMBER allocations and funding levels will be made in accordance with applicable law and the SAEC Governance policies and procedures. Indirect may not exceed 5% or the Member's approved indirect rate, or whichever is the lower of the two.

15. Records and Audit: In accordance with the CAEP policy and CA education code, the SAEC Regional Plan, and the SAEC Annual Plan for the 2025-2026 program year, the MEMBER agrees to provide fiscal records and measures of effectiveness performance data to the FISCAL COORDINATOR on a quarterly basis. Both FISCAL COORDINATOR and MEMBERS shall maintain complete and accurate records with respect to the services rendered and the costs incurred under this agreement.
16. Compliance with Law: All parties shall provide services in accordance with applicable Federal, State, and local laws, regulations and directives. With respect to employees, parties shall comply with all laws and regulations pertaining to wages and hours, state and federal income tax, unemployment insurance, Social Security, disability insurance, worker's compensation insurance, and discrimination in employment.
17. Indemnification: FISCAL COORDINATOR and MEMBERS shall hold each other harmless, defend and indemnify their respective agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind, including death or injury to any person and/or damage to property, arising out of the activities of the FISCAL COORDINATOR or MEMBERS or their agents, officers and employees under this agreement. This indemnification shall be provided by each party to the other party regarding its own activities undertaken pursuant to this Agreement, or as a result of the relationship thereby created, including any claims that may be made against either party by any taxing authority asserting that an employer—employee relationship exists by reason of this Agreement, or any claims made against either party alleging civil rights violations by such party under Government Code section 12920 et seq. (California Fair Employment and Housing Act). This indemnification obligation shall continue beyond the term of this Agreement as to any acts of omissions occurring under this Agreement or any extension of this Agreement.
18. Amendments: This agreement may be amended by mutual agreement in writing by the parties.
19. Termination: Either party may terminate the Agreement without cause by giving thirty (30) calendar days advance written notice to the other party.

College of the Sequoias

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The College of the Sequoias Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Trustees President

Date

Brent Calvin, President
College of the Sequoias

Date

Alpaugh Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Alpaugh Unified School District Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Education President

Date

Troy Hayes, Superintendent
Alpaugh Unified School District

Date

Corcoran Joint Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Corcoran Joint Unified School District Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Education President

Date

Andre Pecina, Superintendent
Corcoran Joint Unified School District

Date

Cutler-Orosi Joint Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Cutler-Orosi Joint Unified School District has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding: Apportionment Agreement.

Board of Education President

Date

Yolanda Valdez, Superintendent
Cutler-Orosi Joint Unified School District

Date

Exeter Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Exeter Unified School District Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Education President

Date

George Eddy, Superintendent
Exeter Unified School District

Date

Farmersville Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Farmersville Unified School District Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Education President

Date

Manuel Mendez, Superintendent
Farmersville Unified School District

Date

Hanford Joint Union High School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Hanford Joint Unified School District Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding: Apportionment Agreement.

Board of Education President

Date

Victor Rosa, Superintendent
Hanford Joint Union High School District

Date

Lindsay Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Lindsay Unified School District Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Education President

Date

Brian Griffin, Superintendent
Lindsay Unified School District

Date

Tulare Joint Union School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Tulare Joint Union School District has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Education President

Date

Lucy Van Scyoc, Ed. D, Superintendent
Tulare Joint Union School District

Date

Visalia Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Visalia Unified School District has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding: Apportionment Agreement.

Board of Education President

Date

Kirk Shrum, Superintendent
Visalia Unified School District

Date

Woodlake Unified School District

Sequoias Adult Education Consortium Memorandum of Understanding
Signature Page

The Woodlake Unified School District Board has voted to approve the Sequoias Adult Education Consortium Memorandum of Understanding.

Board of Education President

Date

T. J. Ryan, Superintendent
Woodlake Unified School District

Date

SEQUOIAS ADULT EDUCATION CONSORTIUM
OFFICE OF THE DIRECTOR

Encl. No. 5.4

Board Meeting Date of August 19, 2025

TO: Sequoias Adult Education Board

FROM: John Werner, Executive Director

PREPARED BY: John Werner, Executive Director

APPROVED BY: John Werner, Executive Director

PRESENTED BY: John Werner, Executive Director

AGENDA TITLE: Kings County Job Training Office Memorandum of Understanding 2025-2028

AGENDA SECTION:

_____ Public Recognition/Proclamations

_____ Public Comment/Public Interest Announcements/Status Reports

___X___ General Agenda: Review/Public Hearing/Public Comment/Board Discussion/Action

BACKGROUND/SUMMARY:

The Workforce Innovation and Opportunity Act (WIOA) brings together regional partners to positively impact economic and workforce development. The Job Training Office (JTO) of Kings County and regional adult education providers have a long history of productive, cooperative work to better prepare workers for employment opportunities. In order to implement and realize the local workforce development plan with the spirit of cooperation and collaboration, a Memorandum of Understanding is established between the JTO of Kings County and the Kings County One-Stop delivery system signatory partners to describe how, through an integrated service delivery system, various funding streams and resources will be used to better serve the mutual customers of business and job seekers. The MOU will be in effect from July 1, 2025, through June 30, 2028, and replaces any prior MOUs, including those with both collocated and non-collocated partners. Its purpose is to formalize a collaborative working relationship among partners and establish a framework for providing services to employers, employees, job seekers, and others in need of workforce development resources.

CONTRACT CHANGES:

N/A

RECOMMENDED ACTION:

N/A

FINANCIAL IMPACT:

N/A

ALIGNS TO SAEC IMPLEMENTATION PLAN:

SAEC Regional Comprehensive Plan: Objective 7, Leverage Regional Resources.



KINGS COUNTY JOB TRAINING OFFICE

124 North Irwin Street • Hanford, California 93230
Phone (559) 852-4932 • Fax (559) 585-7395 • TDY Relay Number 1-800-735-2922
www.kingsworkforce.org

August 14, 2025

John Werner
Director
Sequoias Adult Education Consortium
Via electronic mail: sequoiasadulreddirector@gmail.com

RE: MOU between Kings County One Stop Partners and the Workforce Development Board

Dear John,

We kindly request your signature and approval of the Memorandum of Understanding (MOU) between the Kings County Workforce Development Board and the Sequoias Adult Education Consortium.

This MOU outlines the role of the Sequoias Adult Education Consortium as a key partner in the Kings County One-Stop System, which is the county's implementation of the federally mandated America's Job Center of California (AJCC) network. This network provides coordinated workforce development services throughout Kings County.

The MOU will be in effect from July 1, 2025, through June 30, 2028, and replaces any prior MOUs, including those with both collocated and non-collocated partners. Its purpose is to formalize a collaborative working relationship among partners and establish a framework for providing services to employers, employees, job seekers, and others in need of workforce development resources.

As a longstanding partner of the Kings County Workforce Development Board and an integral part of the One-Stop System, we hope you will continue your partnership with Kings County to provide these vital services.

We greatly appreciate your commitment to serving the residents of Kings County and look forward to our ongoing collaboration. Please do not hesitate to reach out with any questions you may have.

Sincerely,

Julieta Martinez, Executive Director
Kings County Job Training Office



This Memorandum of Understanding (“MOU”) is entered into on July 1, 2025 the (the “Effective Date”), by and among, the County of Kings, a political subdivision of the State of California (“County”), Kings County Workforce Development Board (“Local Board”), Kings County Economic Development Corporation, a California nonprofit corporation, and State of California, Department of Rehabilitation (Department of Rehabilitation”) (singularly a “Partner,” collectively the “Partners”). All other partners are non-located partners (“Non-Colocated Partners”), and a full listing is included in the signature page.

I. Preamble/Purpose of MOU

WHEREAS, The Workforce Innovation and Opportunity Act (29 U.S.C. § 3101 et seq.) (“WIOA”) requires the development and execution of this Phase II MOU by the Local Board and the America’s Job Center of CaliforniasSM (“AJCC”) partners to establish an agreement concerning the operations of the AJCC delivery system.

WHEREAS, the purpose of the MOU, is to establish a cooperative working relationships among the Parties and to define their respective roles and responsibilities in achieving policy objectives.

WHEREAS, this MOU also serves to establish the framework for providing services to employers, employees, job seekers and others needing workforce services.

WHEREAS, California’s one-stop delivery system, the AJCC, is a locally-driven system which develops partnerships and provides programs and services to achieve three (3) main policy objectives established by the California Workforce Development Strategic Plan, which includes the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate, and integrate programs and services

WHEREAS, these objectives will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking the following:

- Looking to find a job.
- Building basic educational or occupational skills.
- Earning a postsecondary certificate or degree.
- Obtaining guidance on how to make career choices.
- Seeking to identify and hire skilled workers.

II. Local/Regional Vision Statement, Mission Statement, and Goals

The Local Board and other Partners located within the Kings County Workforce Development Area embrace the vision expressed in the WIOA to coordinate a local and regional workforce development system. The Partners' collective desire, memorialized in this document, is to braid their formidable resources together in support of job seekers and employers alike. The Partners are aware their collective finances and human capital development influences the local and regional economy, and the ability to support growth in targeted industry clusters. The Partners are committed to moving this region forward by preparing and upgrading the area workforce to meet current and future workforce demands.

III. Parties to the MOU

The Partners are responsible for the following programs that are required to be included in this Phase II MOU:

- WIOA Title I Adult, Dislocated Worker, and Youth
- WIOA Title II Adult Education and Literacy
- WIOA Title III Wagner-Peyser
- WIOA Title IV Vocational Rehabilitation
- Carl Perkins Career Technical Education
- Title V Older Americans Act
- Job Corps
- Native American Programs (Section 166)
- Migrant Seasonal Farmworkers (Section 167)
- Veterans
- Youth Build
- Trade Adjustment Assistance Act
- Community Services Block Grant
- Housing & Urban Development
- Unemployment Compensation
- Second Chance
- Temporary Assistance for Needy Families/CalWORKs

IV. One-Stop System, Services

Attachment I, attached to and incorporated into this MOU, contains a matrix of the services the Partners provide.

V. Responsibility of AJCC Partners

The AJCC/One-Stop Partners pledge their full cooperation to meet the following foundational tenets and shall:

- Participate in joint planning, plan development, and modification of activities to accomplish the following:

- Continuous partnership building.
 - Continuous planning in response to state and federal requirements.
 - Responsiveness to local and economic conditions, including employer needs.
 - Adherence to common data collection and reporting needs.
- Make the applicable service(s) applicable to the partner program available to customers through the one-stop delivery system.
 - Participate in the operation of the one-stop system, consistent with the terms of the MOU and requirements of authorized laws.
 - Participate in capacity building and staff development activities in order to ensure that all partners and staff are adequately cross-trained.

VI. Infrastructure Funding Agreement & Other Shared System Costs

The Local Board and AJCC Partners have developed one infrastructure cost budget for the single comprehensive AJCC located in Kings County, the America's Job Center of California in Hanford, CA.

All Parties agree to review and modify the Infrastructure Funding Agreement (IFA), at minimum, annually in order to ensure it contains updated information regarding the infrastructure and other system costs and delivery of services. The JTO will be responsible for reviewing and sharing infrastructure and other system costs on an annual basis with Parties and renegotiate costs if necessary to ensure that all Parties continue to contribute their fair and equitable share.

Comprehensive AJCC and Co-located Partners

Name/Address of the Comprehensive AJCC:

Kings County One-Stop Job Center/AJCC
124 N. Irwin Street
Hanford, CA 93230

Partners Co-located at this AJCC:

State of Ca, Department of Rehabilitation
Kings County Economic Development Corporation

VII. Process and Development

Local Workforce Development Area (Local Area): **Kings County.**

Term: This Phase II MOU commences on the Effective Date and remains in full force and effect until the Parties complete performance. The Partners shall review the MOU at least one (1) time per year.

Following are the AJCC Partners, chief elected officials (“CEOs”), and Local Boards participating in infrastructure and other system costs funding agreements:

- a. CEO/s: Kings County Board of Supervisors.
- b. Local Board: Kings County Workforce Development Board.
- c. AJCC Partners Participating in the Infrastructure Funding Agreement (“IFA”): Kings County Job Training Office; State of California Department of Rehabilitation; and Kings County Economic Development Corporation.

Steps taken to comply with the State Infrastructure Funding Mechanism:

The Kings County AJCC and its partners are committed to maintaining strict compliance with the state infrastructure funding mechanism. As such, and in compliance with said infrastructure funding mechanism, AJCC collocated partners agreed on the apportionment of infrastructure-related costs based upon a percentage of dedicated space utilized at the comprehensive center, located at 124 N. Irwin Street, Hanford, CA 93230. Such an approach incorporates a reasonable and equitable apportionment of one-stop infrastructure costs. This methodology has been in practice for nearly two decades.

VIII. Methods for Referring Customers

Partners to this MOU are committed to developing and implementing a process for referring customers to services not provided by the referring Partner. The Partners shall:

- Ensure that intake and referral processes are customer-centered and provided by staff trained in customer service.
- Ensure that general information regarding AJCC programs, services, activities and resources shall be made available to all customers as appropriate.
- Describe how customer referrals are made electronically, through traditional correspondence, verbally or through other means determined in cooperation with partners and operators.
- Describe how each AJCC partner will provide a direct link or access to other AJCC partner staff that can provide meaningful information or service, through the use of co-location, cross training of AJCC staff, or real-time technology (two-way communication and interaction with AJCC partners that results in services needed by the customer).

IX. Access for Individuals with Barriers to Employment

The Partners of the AJCC system are committed to ensuring access to individuals with barriers to employment access and shall:

- Jointly define the term “individuals with barriers to employment” to reflect characteristics predictive of long term detachment from the workplace.
- Commit to prioritizing service offerings to recipients of public assistance, other low-income individuals, and individuals with deficits in basic skills the provision of

- individualized career services and training services with WIOA adult funds.
- Publish information that identifies the location of the comprehensive AJCC.
 - Comply with and review their respective policies, procedures, programs and services to ensure compliance with: a) Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 et seq.) and its amendments (“ADA”); b) WIOA; c) title VII of the Civil Rights Act of 1964 (42 U.S.C. § 2000e et seq.); d) the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.); e) Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.); f) 29 Code of Federal Regulations part 37 (29 C.F.R. § 37.1 et seq.); and g) all other regulations implementing the aforementioned laws, in order to provide equal access to customers with disabilities.

X. Shared Technology and System Security

The Workforce Innovation and Opportunity Act emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, the Partners shall each:

- Comply with the applicable provisions of a) WIOA; b) Welfare and Institutions Code (Welf. & Inst. Code, § 1 et seq.); c) Education Code (Ed. Code, § 1 et seq.); d) Rehabilitation Act of 1973 (29 U.S.C. 701 et seq.), as amended; and e) any other relevant federal and state statutes and regulations.
- Observe the principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under governing legislation and confidentiality requirements.
- Maintain all records related to AJCC customers or partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this Phase II MOU) in the strictest confidence, and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow the Partners to interface regarding common information needs as appropriate.
- Understand that system security provisions shall be agreed upon by all partners.

XI. Confidentiality

The Partners agree to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and any other appropriate statute or requirement to assure the following:

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- No person will publish, disclose use, or permit, cause to be published, disclosed or

used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.

- The AJCC partner agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC partners must adhere, and shall share information necessary for the administration of the program as allowed under law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes.

Client information shall be shared solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other parties.

XII. Non-Discrimination and Equal Opportunity

The Partners shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status. The AJCC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990) and related, applicable regulations.

The Partners will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

XIII. Grievances and Complaints Procedure

The Partners agree to establish and maintain a procedure for grievance and complaints as outlined in WIOA. The process for handling grievances and complaints is applicable to customers and partners. These procedures will allow the customer or entity filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. The partner further agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

Any complaint or grievance should be submitted in writing to:

One Stop Operator
Kings County AJCC
124 N. Irwin Street
Hanford, CA 93230
Fax: 559-585-7398

If a dispute cannot be resolved by mutual agreement after a complaint or grievance has been filed with the One Stop Operator, nothing precludes a Partner from pursuing remedies or relief through civil litigation under the laws of the State of California.

XIV. American's with Disabilities Act and Amendments Compliance

The AJCC partner agrees to ensure that the policies and procedures as well as the programs and services provided at the AJCC are in compliance with the Americans with Disabilities Act and its amendments. Additionally, partners agree to fully comply with the provisions of WIOA, Title VII of the civil Rights act of 1964, the Age Decimation Act of 1975, Title IX of the Education Amendments of 1972, 29 CRF Part 37 and all other regulations implementing the aforementioned laws.

XV. Effective Dates and Term of MOU

This MOU shall be binding upon each party hereto upon execution by such party. The term of this MOU shall be three years, commencing on July 1, 2025 to June 30, 2028. The MOU will be reviewed not less than once every three years to identify any substantial changes that have occurred.

XVI. Modifications and Revisions

This MOU constitutes the entire agreement between the parties and no oral understanding not incorporated herein shall be binding on any of the parties hereto. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties. All Partners shall review this MOU, at minimum, annually to ensure it contains updated information regarding infrastructure and other system costs and delivery of services. The County shall, through its Kings County Job Training Office ("JTO"), be responsible for reviewing and sharing infrastructure costs and additional system costs annually with Partners. The JTO with the One-Stop Operator shall renegotiate expenses if necessary to ensure all Partners continue to contribute their fair and equitable share of the facility and system costs. The JTO is responsible for providing that all of AJCC infrastructure costs are paid according to the provisions of this MOU. The estimated proportionate share of expenses for each Partner is based on budgeted expectations. Until the actual costs are known, and the usage and benefits are calculated, each Partner's substantial proportionate share of expenses is unknown. Therefore, all Partners' contributions will be reconciled every quarter, regardless of the type, comparing expenses incurred to relative benefits received. The reconciliation process is necessary to ensure that each Partner's proportionate share each Partner program contributes remains consistent with the cost methodology, is up to date, and complies with the terms of this MOU.

XVII. Non Co-located Partner Cost Assessment

The State is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-co-located Partners that benefit from the AJCCs shall

contribute their proportionate share towards infrastructure costs. Non-located Partners shall pay their proportionate share of infrastructure costs as soon as sufficient data are available and the cost distribution formula is agreed upon by all Partners. Before any Partner assumes costs under this MOU, the Partners shall, whether they are co-located or non-located, thoroughly discuss the methodology for the payment of any shared costs associated with the IFA and the Shared Other System Costs Agreement. The Partners understand and acknowledge their respective federal and state-level representatives may predetermine the local-level amount or percentage of contribution. To the extent authorized by the Partners' higher-level agreements, the Partners shall develop a methodology to equitably distribute costs among the Partners that benefit the collective AJCC system, such as an eventual methodology to be established by the state.

XVIII. Termination

The parties understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The parties also agree that this is a project where different ways of working together and providing services are being tried. In the event that it becomes necessary for one or more parties to cease being a part of this this MOU, said entity shall notify the other parties, in writing, 30 days in advance of that intention.

XIX. Administrative and Operations Management Sections

It is understood that each One-Stop Partner agency is subject to its own policies, procedures, regulations, statutes, and any applicable collective bargaining agreements.

Supervision/Day to Day Operations

The day-to-day supervision of staff assigned to the AJCCs will be the responsibility of the site supervisor(s). The original employer of staff assigned to the AJCCs will continue to set the priorities of its staff. Any change in work assignments or any problems at the worksite will be handled by the site supervisor(s) and the management of the original employer.

The office hours for the staff at the AJCCs will be established by the site supervisor(s) and the primary employer. All staff will comply with the holiday schedule of their primary employer and will provide a copy of their holiday schedule to the operator and host agency at the beginning of each fiscal year.

Disciplinary actions may result in removal of co-located staff from the AJCCs and each party will take appropriate action.

Each party shall be solely liable and responsible for providing to, or on behalf of, its employee(s), all legally-required employee benefits. In addition, each party shall be solely responsive and save all other parties harmless from all matters relating to payment of each party's employee(s),

including compliance with social security withholding, workers' compensation, and all other regulations governing such matters.

Dispute Resolution

The parties agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management staff of the respective staff employer and the operator, for discussion and resolution.

Press Releases and Communications

All parties shall be included when communicating with the press, television, radio or any other form of media regarding its duties or performance under this MOU. Participation of each party in press/media presentations will be determined by each party's public relations policies. Unless otherwise directed by the other parties, in all communications, each party shall make specific reference to all other parties.

The parties agree to utilize the AJCC logo developed by the State of California and the Local Board on buildings identified for AJCC usage. This also includes letterhead, envelopes, business cards, any written correspondence and fax transmittals.

Hold Harmless/Indemnification/Liability

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify, defend and hold harmless all other parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorneys fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorneys fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

XX. Attachments

The following are attached to this MOU and incorporated herein by this reference.

- I. AJCC Partners and Services Matrix
- II. Infrastructure Funding Agreement and Other Shared System Costs
- III. Consolidated System Budget

Signature Page: Colocated Partners Sharing AJCC Infrastructure Costs

Signatures of authorized representative(s) of the Local Board, the CEO, and AJCC colocated partners.

This MOU may be executed in duplicate counterparts, each of which shall be deemed a duplicate original. The MOU shall be considered to be completed when all Partners have signed it.

By signing below, all Partners agree to the terms prescribed in terms of the agreement above.

**For County of Kings and Kings County Job
Training Office**

State of CA, Department of Rehabilitation

Printed Name and Title

Printed Name and Title

Signature and Date

Signature and Date

**Kings County Workforce Development
Board**

***APPROVED AS TO LEGAL FORM
KINGS COUNTY COUNSEL***

Cindy Crose Kliever, Deputy County Counsel

Printed Name and Title

Printed Name and Title

Signature and Date

Cindy Crose Kliever 7/22/2025

Signature and Date

**Kings County Economic Development
Corporation**

***APPROVED AS TO RISK
KINGS COUNTY***

Printed Name and Title

Printed Name and Title

Signature and Date

Signature and Date

Signature Page: NON Co-located Partners

This MOU may be executed in duplicate counterparts, each of which shall be deemed a duplicate original. The MOU shall be considered to be completed when all Partners have signed it.

By signing below, all Partners agree to the terms prescribed in terms of the agreement above.

State of CA, Employment Development Department - Workforce Services

Print Name and Title

Signature and Date

State of CA, Employment Development Department – Unemployment Insurance

Print Name and Title

Signature and Date

Lemoore College

Print Name and Title

Signature and Date

College of the Sequoias

Print Name and Title

Signature and Date

Community Services Employment Training

Print Name and Title

Signature and Date

State of CA, Employment Development Department – Veteran Services

Print Name and Title

Signature and Date

Proteus, Inc.

Print Name and Title

Signature and Date

Job Corps

Print Name and Title

Signature and Date

Signature Page: NON Co-located Partners

This MOU may be executed in duplicate counterparts, each of which shall be deemed a duplicate original. The MOU shall be considered to be completed when all Partners have signed it.

By signing below, all Partners agree to the terms prescribed in terms of the agreement above.

Kings County Community Action Organization

Print Name and Title

Signature and Date

Kings County Housing Authority

Print Name and Title

Signature and Date

Kings County Human Services Agency

Print Name and Title

Signature and Date

Kings County Office of Education

Print Name and Title

Signature and Date

Sequoia Adult Education Consortium

Print Name and Title

Signature and Date

Owens Valley Career Development Center

Print Name and Title

Signature and Date

Learn4Life

Print Name and Title

Signature and Date

Signature Page: Colocated Partners Sharing AJCC Infrastructure Costs

Signatures of authorized representative(s) of the Local Board, the CEO, and AJCC colocated partners.

This MOU may be executed in duplicate counterparts, each of which shall be deemed a duplicate original. The MOU shall be considered to be completed when all Partners have signed it.

By signing below, all Partners agree to the terms prescribed in terms of the agreement above.

**For County of Kings and Kings County Job
Training Office**

State of CA, Department of Rehabilitation

Printed Name and Title

Printed Name and Title

Signature and Date

Signature and Date

**Kings County Workforce Development
Board**

**APPROVED AS TO LEGAL FORM
KINGS COUNTY COUNSEL**

Nancy Silva, Chairman
Printed Name and Title

Printed Name and Title

Nancy Silva 7/10/25
Signature and Date

Signature and Date

**Kings County Economic Development
Corporation**

**APPROVED AS TO RISK
KINGS COUNTY**

Julietta Martinez, President
Printed Name and Title

Printed Name and Title

JM 7/16/25
Signature and Date

Signature and Date